



AGENDA

Monday, February 9, 2026
Council Chambers at the Tom Hornecker
Recreation Centre, 2nd Floor, 2122 – 18 Street

REGULAR COUNCIL MEETING

1. CALL TO ORDER & ADOPTION OF AGENDA:

2. PRESENTATIONS:

2.2 National Police Federation – E

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

3.1.1 Status Report – E

3.1.2 Capital Plan Status – E

3.2 FINANCIAL:

3.2.1 2025 Year-End Variance Report

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

4.1.1 January 5, 2026, Special Meeting Minutes - E

4.1.2 January 19, 2026, Regular Meeting Minutes – E

4.1.3 January 26, 2026, Special Meeting Minutes - E

4.1.4 January 26, 2026, Committee of the Whole Meeting Minutes – E

4.1.5 February 2, 2026 Special Meeting Minutes – E

4.2 BUSINESS ARISING FROM THE MINUTES:

4.2.1 Request for Decision Bylaw 1422/26 Traffic Bylaw – 2nd and 3rd reading consideration – E

5. NEW & UNFINISHED BUSINESS:

5.1 Request for Decision Nanton Heritage Building Project – E

5.2 Request for Decision Strategic Planning – E

6. CORRESPONDENCE:

6.1 FOR ACTION:

6.2 FOR INFORMATION:

6.2.1 2025 Audit Planning letter – E

7. CLOSED CONFIDENTIAL SESSION:

7.1 Vacant Non-Residential AITA Section 19 Disclosure Harmful to Business Interests of a Third Party

7.2 Tom Hornecker Recreation Centre ATIA Section 26 Disclosure Harmful to Intergovernmental Relations and Section 29 Advice from Officials

7.3 Draft Chief Administrative Officer Contract ATIA Section 28 Local Public Body Confidences

8. ADJOURNMENT:



Town of Nanton
1907 21 Avenue, P.O. Box 609,
Nanton, Alberta T0L 1R0
Phone 403.646.2029 Fax 403.646.2653
www.nanton.ca

Town of Nanton – Council Delegation Request Form

(Submit to: communications@nanton.ca by 12:00 PM the Wednesday prior to the requested delegation date)

DELEGATION INFORMATION

Full Name of Presenter / Organization Name:

Kevin Halwa, Director; Jeff McGowan, Director; and Maryanne King / National Police Federation

Mailing Address:

PO Box 207, Denwood, AB T0B 1B0

Phone Number:

587-672-0695

Email Address:

mking@npf-fpn.com

PRESENTATION DETAILS

Requested Date to Appear Before Council:

Feb 2 2026

Subject / Title of Presentation:

An Update on Policing in Alberta from the NPF

Reason for Appearing Before Council:

(Please provide a brief summary of the purpose of your presentation)

To provide an update on Alberta's current public safety landscape and possible changes to come ahead of the renewal of Contract Policing Agreements currently in place.

Specific Request of Council:

(Please indicate any actions you are requesting from Council)

To consider how changes to the public safety landscape could impact the Town and its residents; to consider key questions before any substantive changes are made.



Town of Nanton
1907 21 Avenue, P.O. Box 609,
Nanton, Alberta T0L 1R0
Phone 403.646.2029 Fax 403.646.2653
www.nanton.ca

Are You Making a Monetary Request?

Yes No

If yes, please indicate the amount requested:

\$ _____

And describe how the funds would be used:

SUPPORTING MATERIALS

Will you be submitting any supporting documents, presentations, or other attachments?

Yes No

All materials must be submitted to: communications@nanton.ca by 12:00 PM on the Wednesday prior to the requested delegation date.

Please list the type of attachments you will be submitting:

Hard copy of the PowerPoint presentation and a copy of polling data.

ADDITIONAL INFORMATION

Will there be more than one speaker?

Yes No

If yes, how many total speakers: 3

Have you presented to Council before on this topic?

Yes No

If yes, when: _____

CONSENT AND SIGNATURE

By submitting this form, I acknowledge that all information provided is accurate and complete to the best of my knowledge, and that I understand the requirements and deadlines for presenting to the Town of Nanton Council.

Signature: Maryanne King

Date: Jan 23 2026

Policing in Alberta:

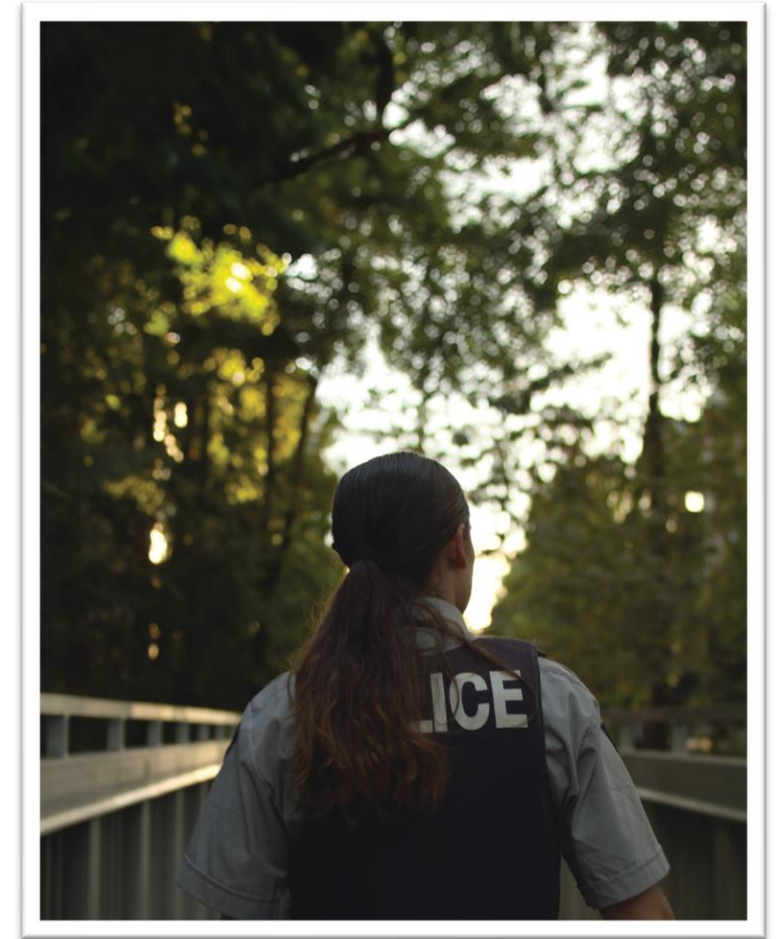
RCMP Service & Considerations

Town of Nanton
January 2026



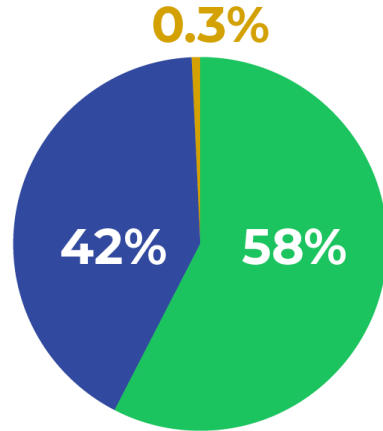
About the NPF

- Representing over 20,000 RCMP Members across Canada
- Including 3,100 Members serving across Alberta
- Mission to provide strong, fair, and progressive representation for our Members who serve your community



Policing in Alberta

Population by Policing Arrangement



■ Standalone Municipal Police Services - 58%

• 2,462,276 people

■ RCMP - 42 %

• 1,825,757 total people

- Municipalities: 1,766,564
- First Nations: 59,193
- Métis Settlements: 5,632

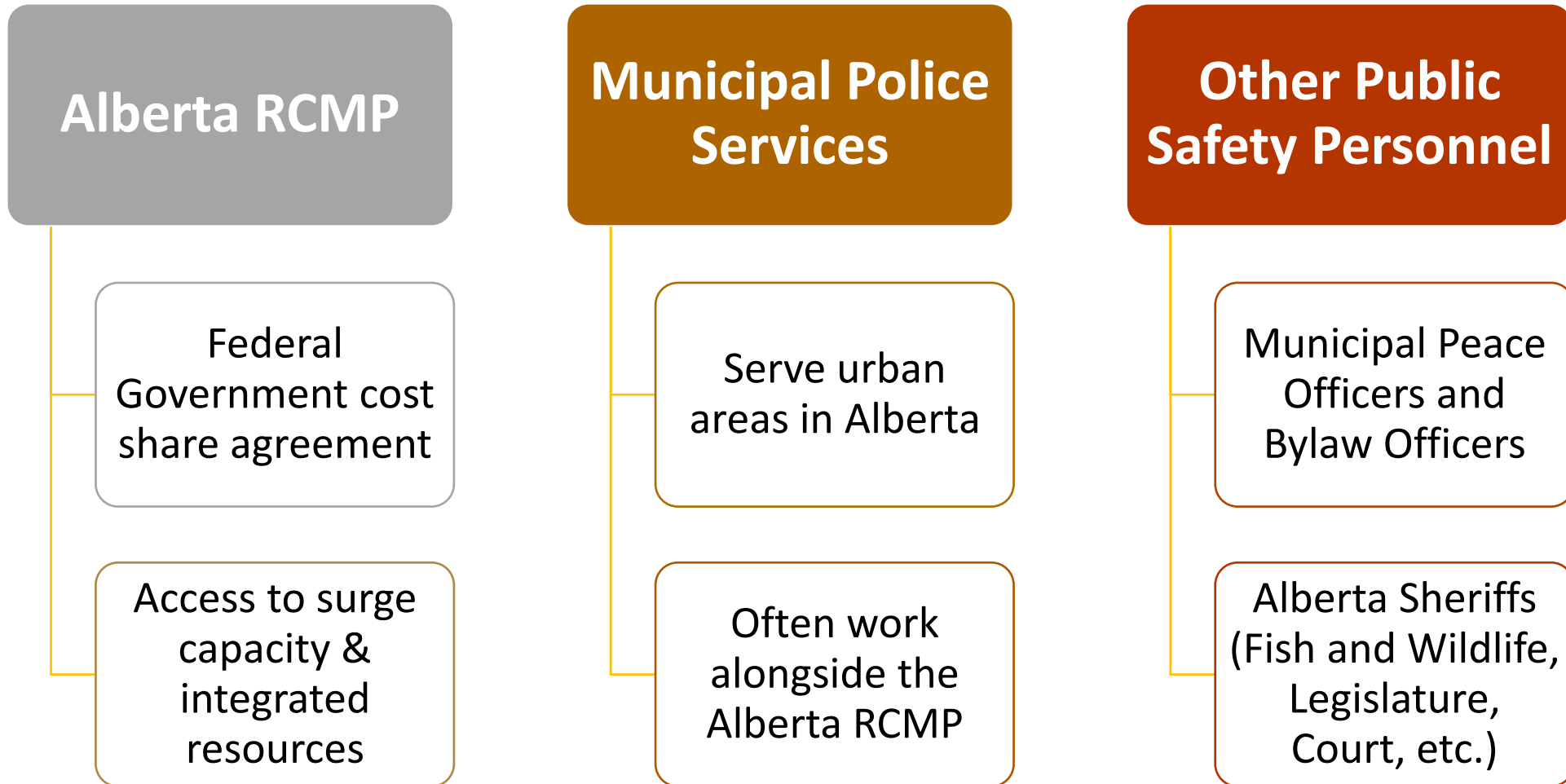
■ Standalone First Nations Police Services - 0.3%

• 12,951 people

JURISDICTION (JUNE 2020)	OFFICERS	POPULATION
Standalone Municipal Police Services	4,290	2,462,276
Self Administrated First Nations Police Services	74	12,951
RCMP (PPSA & MPSAs)	3,097	1,825,757

	RCMP (PPSA Only)	EPS	CPS
Number of Officers	1740	1780	2200
Total Area Served	659,000 km ²	685 km ²	825 km ²
Service Area / Officer	378 km ²	385 m ²	375 m ²

Alberta's Public Safety Ecosystem



Alberta Next and Public Safety

Alberta Sheriffs Police Service

- Created without municipal, community, or stakeholder input
- Posed to augment the RCMP

Alberta Next Panel

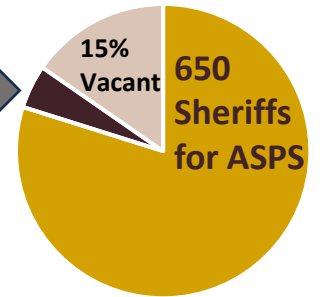
- Recommended creating a new provincial police service & moving away from RCMP-provided policing without a referendum
- Claimed 80% of Albertans are served by non-RCMP services; incorrect
- Polling was “incapable” of narrowing down rural ABns served by RCMP

Impact to Public Safety

- Outstanding concerns regarding the lack of transparency, duplication of services, and unknown costs of establishing the Alberta Sheriffs Police Service
- Hundreds of millions of dollars in costs, such as the previously estimated \$550m in one-time transition costs
- Assumptions made without quantifiable support

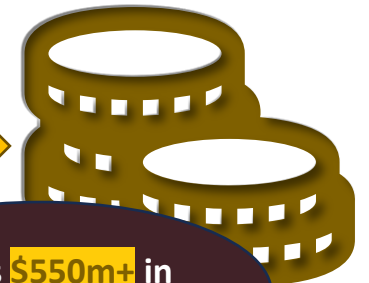
With an expanded mandate drawing Sheriffs away from their core duties, **who will fulfill their role?**

254 left



“An APPS ranked second last of 15 priorities, only above separating from Canada...”
Fair Deal Panel Final Report, May 2020

Estimated at **\$372m** in one-time costs PLUS **\$164m** in annual operating costs



That's **\$550m+** in new spending!

Cost Realities

The high cost of policing decisions means they can't be rushed.

Long-term costs include:

- **Personnel:** \$120K+ avg. salary, plus benefits & overtime
- **Operational:** Dispatch, vehicles, fuel, office/facility costs
- **Capital:** Fleet, technology, facility upgrades
- **Administrative:** Insurance, legal, court, investigation support

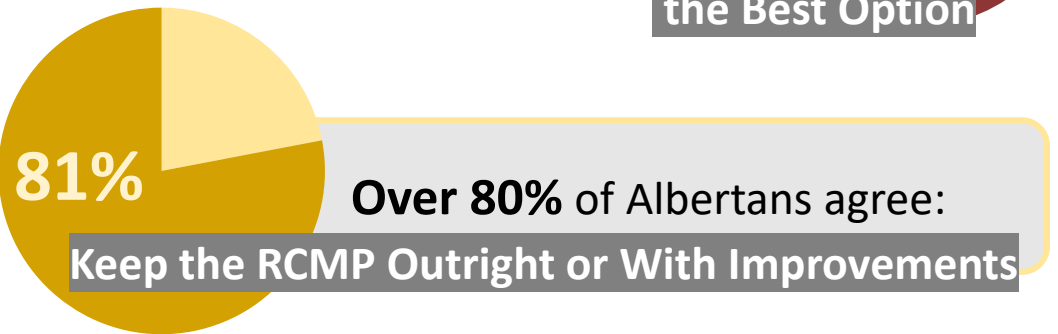
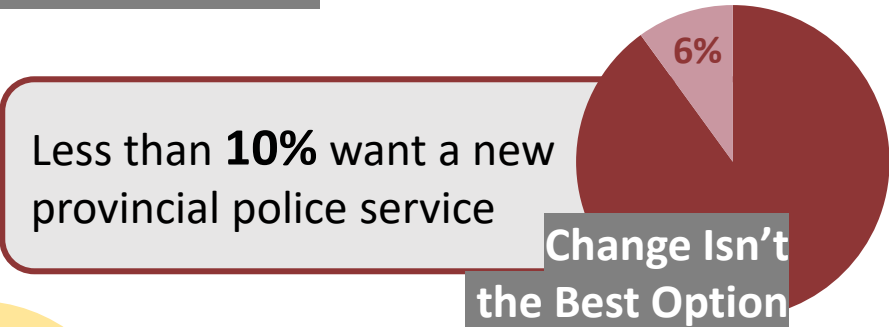
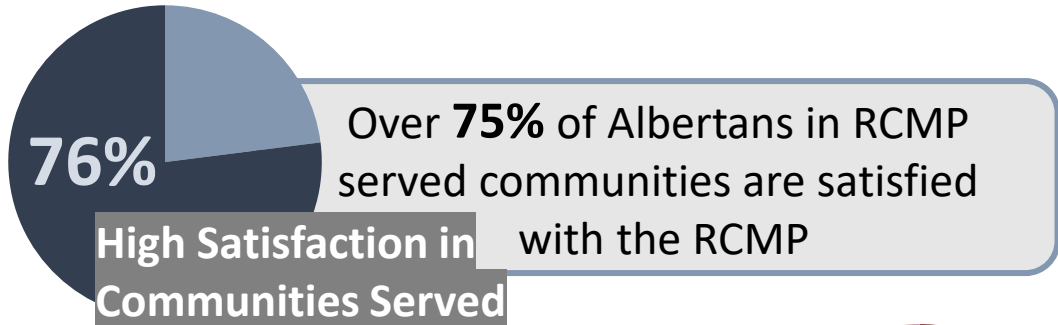
Upgrading Sheriffs will cost **at least:**

- **\$30m** in salary upgrades to align with other service averages
- **\$5m** in training costs to meet provincial standards
- **\$8m** for new gear, uniforms, and service pistols
- **\$2m** for body-worn cameras

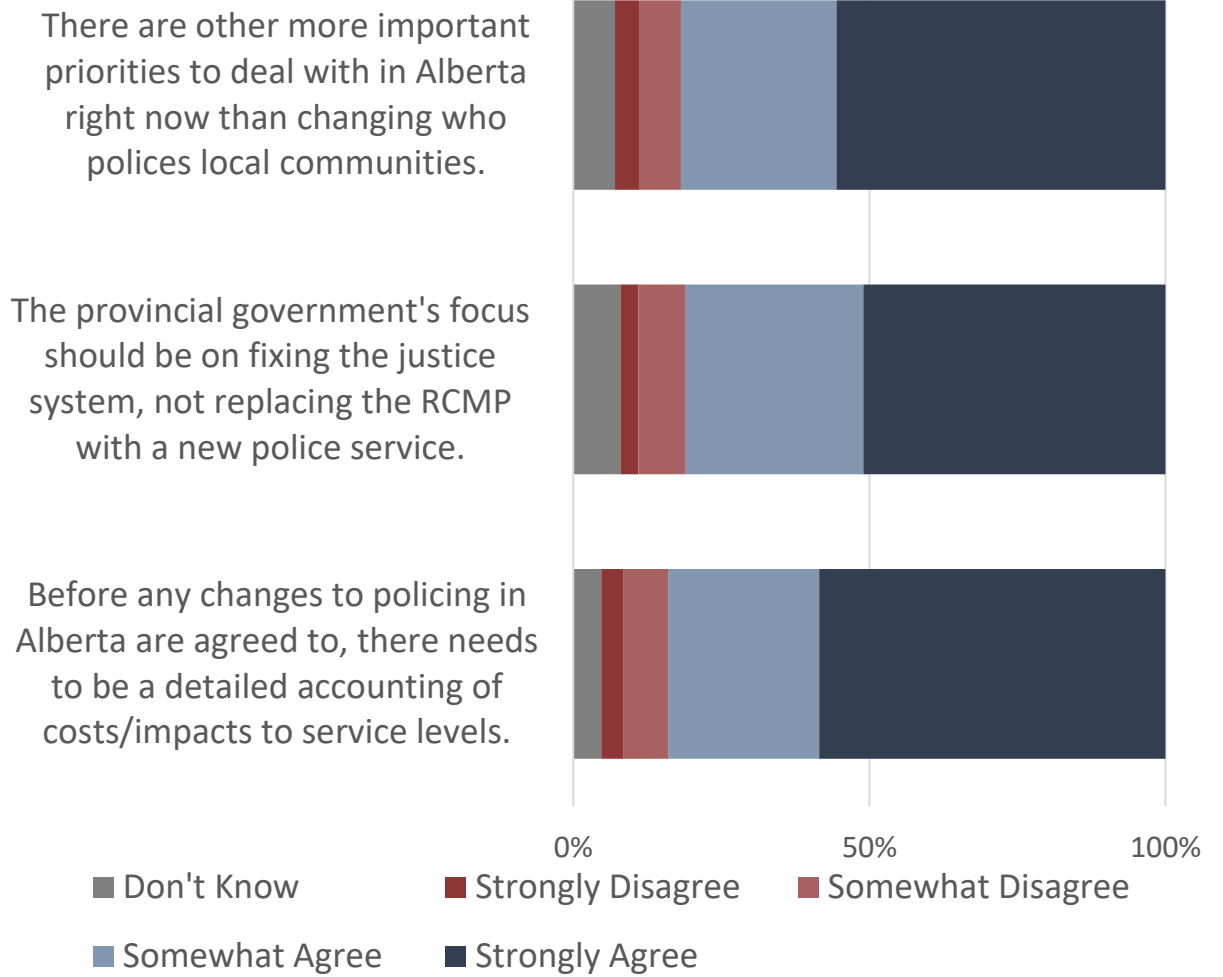


What We've Heard

5 years of consistent polling show:

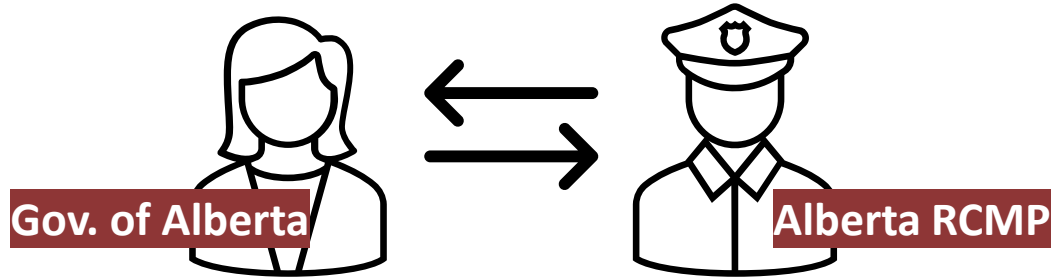


Other Priorities are More Important than Changing Services



Who Governs the RCMP?

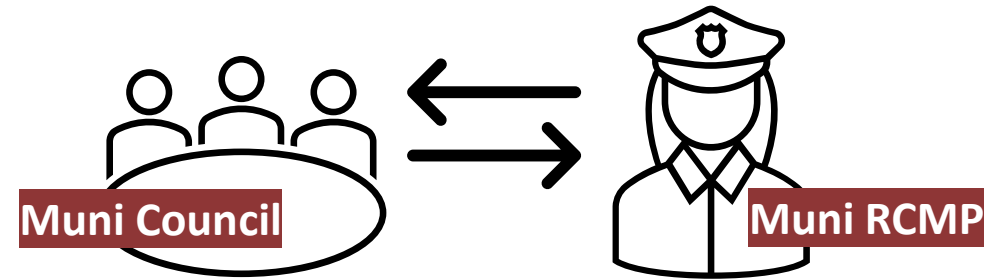
Provincial Police Service Agreement



- Sets priorities, objectives, and goals for the AB RCMP
- Sets the required staffing amount

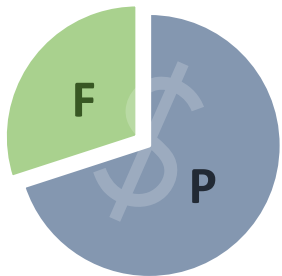
- Reports to GoA
- Reinvests unspent funds strategically
- Oversight by ASIRT under the PRC

Municipal Police Service Agreements



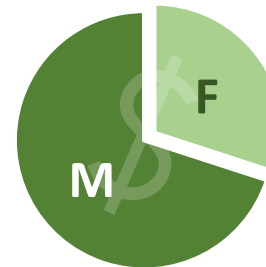
- Sets priorities, objectives, and goals for the Muni RCMP
- Can increase staffing amount

- Reports to Council
- Oversight by ASIRT (& soon to be PRC)
- Reports to a Policing Committee



PPSA Cost-Sharing Structure

Unincorporated Areas and Municipalities Under 5,000
30% Federal & 70% Provincial



MPSA Cost-Sharing Structure

Municipalities Between 5,000-14,999
30% Federal & 70% Municipal

Municipalities 15,000 and Over
10% Federal & 90% Municipal

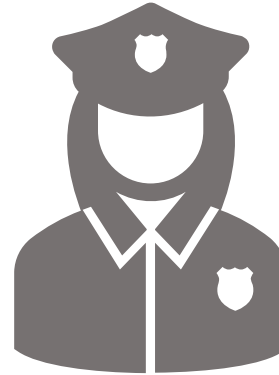




Fact over Fiction



Provincial Police Service strength is up 14% since 2020 – from 1,549 to 1,772 Members



RCMP First Class Constable pay is mid-range among Alberta police services



9-1-1 response time averages 21 minutes from call to arrival – even across rural areas



Over 20,500 applications to the RCMP were received in 2024, including over 3,000 from Alberta

What can Municipalities do?

As leaders, ask the difficult questions.

How will these unknowns impact your community?

- Short- and long-term costs
- Possible service degradation
- Training gaps
- Blurring of roles and responsibilities between services
- Liability and responsibility
- Adequate resourcing across services





STATUS REPORT

Meeting: February 9, 2026
 Agenda Item: 3.1.1

Completed = C Under Review = UR In Progress = IP No Further Action = NFA On Hold - HOLD

CAO = Chief Administrative Officer CS = Corporate Services OP = Operations Manager
 DO = Development Officer LS = Legislative Services OTHER = Staff/Contractor/etc.

COMMITTEES: GOV = Governance FIN = Finance SERV = Services REC = Recreation & Culture
 ECD = Economic & Community Develop CW= Committee of the Whole

Items will move to "DEPARTMENT" or "COMMITTEE" after first reporting to Council.

COUNCIL MEETING

Res #	Description	Notes	Status	FWD
Regular Meeting January 19, 2026				
16-26/01/19	Bylaw 1421 Public Hearing		IP	DO
26-26/01/19	Compliance Enforcement Policy		IP	LS

COUNCIL

Res #	Description	Notes	Status	FWD
Council Recommendations				
12-25/01/20	THRC Conceptual Plan	Drawing phase	IP	CAO
16-25/01/20	ASP for Northwest Areas of Town – ORRSC	Concept appr Aug11	IP	DO/CAO
85-25/04/21	Tribute wall design up to \$5,000	Possible office relocation	IP	LS
124-25/06/02	Bring forward draft bylaws and draft local improvement plans for the proposed Nanton industrial lands roads improvements to 18th Avenue and 19th Avenue.	<i>Drafting work initiated</i>	IP	CAO/CS/OP/LS
158-25/08/11	Approved 60% of \$1,083,068 to start phase 1	<i>Resolution 124-25/06/02; local improvement area work under way</i>	IP	CS
224– 25/11/03	Traffic Bylaw communications and COW January	<i>PP page established on website</i>	C	CAO/LS
264-25/12/01	RFP Gateway Signage	<i>Issued, Feb 13 deadline</i>	IP	CAO/CS

DEPARTMENTS

Res #	Description	Notes	ST	fw
30-25/02/03	RFD Firefighter recruitment options		IP	CS/FD
70-25/04/07	Pursue funding from the Northern and Regional Economic Development Program and other sources for an Area Redevelopment Plan for the Highway 2 corridors	Grant application submitted Nov. 2025	Application in process	CAO/DO
187-25/10/05	Update and resubmit previous application to the Alberta Community Partnership program with the Municipal District of Willow Creek concerning the Spring Line raw water source, license and infrastructure.	Grant application submitted Nov. 2025	Application in process	CAO/OP



12 – 25/01/20	Proceed with the conceptual planning for the second phase of the Tom Hornecker Recreation Centre civic renovation, prioritizing the installation of an accessibility elevator.	Ready to go to tender/ bid at any time.	Paused pending RCMP commitments	CAO/CS
338 – 24/12/09	Grant aid submissions to be made to the Canada Housing Infrastructure Program (CHIF).	2 applications submitted March 2025	C applications rejected 1/29/26	CAO/DO

ITEMS ON HOLD FOR FUTURE SCHEDULING/CONSIDERATION

Res #	Description	Notes
135-23/05/01	Application for a solar feasibility assessment for Town's facilities or unserviced industrial lands	Future consideration contingent on Climate Action Centre funding – CS
211-24/08/12	Community Center Green Initiative Grant	Future consideration contingent upon suitable funding.
CAO Comment: <i>These items should be individually discussed at a future Committee of the Whole, if interest is renewed.</i>		





CAPITAL PLAN STATUS

Meeting: February 9, 2026
 Agenda Item: 3.1.2

*Deferred in green text
 2026 Items Only*

Roadway Infrastructure			Lead: Public Works Supervisor
Roadway Rehab	Patching & repairs	75,000	
Sidewalk replacement program	Sidewalk repair & replacement	50,000	
Roadways	29 th Ave	50,000	
<i>Notes: A discussion of the 2025 Roadway condition report will occur in the first quarter of 2026</i>			

Utility Infrastructure			Lead: Manager of Operations
20 th Avenue	Service Line Connections	75,000	
Wastewater mains	Re-lining	100,000	
Valve & hydrant replacement	Hydrant, valves	75,000	
Equipment	Wastewater pump and mixer	100,000	
Manholes	Campground manhole and metering	50,000	
Stormwater management	Westview storm pond dredging (<i>Rec project lead</i>)	350,000	
Regional Waterline	Construction/ Design	500,000	
<i>Notes:</i>			
<i>Westview storm pond dredging will be awarded to NLSS in line with budget. The Manager of Recreation will keep Council updated on progress.</i>			
<i>While the WWTP dewatering project is not complete yet, it was a 2025 budgeted project and funded under that year, final borrowing excepted. Administration will keep Council updated on this critical project.</i>			

Parks & Trails			Lead: Recreation Manager
Deferred 2025 project	Pocket park/rain garden at Mile 56 Park	56,500	
<i>Notes:</i>			
<i>Funded under 2025 with federal grant and \$56,500 from Public Realm reserve.</i>			

Buildings			Lead: Various
THRC - arena	Outdoor storage shed	50,000	
Town Shop	PW Cold Storage- Concrete, Insulation, Heat	125,000	
Yard Waste Area	Fire Dept. fenced storage/ practice area	30,000	
<i>Notes:</i>			
<i>2025 transfer switch awaiting final completion.</i>			



Major amendments are anticipated for Buildings capital over 2026.

Vehicles & Equipment

Lead: Various

Equipment replacement under \$75 K	Skid steer	75,000
Bylaw Enforcement	Body Cam system	9,000
Vehicle Replacement	Parks & Utilities Pickup COMPLETED: \$92,500 actual	100,000
Fire Equipment	Reserve contribution for new engine	75,000

Notes:

Chief Dozeman may wish to discuss timelines for new engine replacement in 2026 with Council given the lag between ordering and delivery.

Land Development

Administration expects discussions about the Town industrial lands roads or Westview phases to continue with Council over the course of 2026. Two major submissions have been made to the Canada Housing Infrastructure Fund for:

- Westview ASP phases 1A and 1B **REJECTED**
- The Nanton Northwest Sewer Collector **REJECTED**

Discussions about priorities for housing and development infrastructure will occur before or during Strategic Planning.

Public Realm & Development

Gateway signage - \$30,000 figure placed in the capital budget, but RFP and Council feedback on proposals will help determine full cost. *Current submissions are looking rather high.*

Pedestrian Crosswalk (24th Street and HWY 2 North) - \$10,000

This year's capital budget, due to grant situations and other external factors, is likely to be subject to change and amendment than in years prior.

Previously deferred project comments (additional)

Silver Willow Lodge area curb/gutter/parking expansion project – removed from capital plan at present
Playground updates – none planned for 2026

Next Budget

Likely amendment to the 5 year plan are summarized here.
Changes with respect to the RCMP detachment and THRC projects are likely coming.





DEPARTMENT REPORT

Meeting: February 2, 2026
Agenda Item: 3.2.1

Financial Variance – Period ending December 31, 2025

Background:

Attached and below is the 2025 year-end financial variance report for council's consideration along with recommendations. Administration and department heads always strive to complete all projects and spend as wisely as possible, but the unexpected does come up and sometimes things don't get done and so there are variances as the report will show. Having a surplus or deficit is quite normal and for the most part we will always recommend that any surplus be moved into reserves. There may be some slight differences in the numbers reflected in the report compared to the variance reports as timing of journal entries change numbers, the variance reports may not have been updated with all the GL accounts, and they are sometimes printed before or after this report is written.

DECISION OPTIONS:

- #1 – Approve the variance report and recommendations as presented.
- #2 – Approve the variance report as presented but amend the recommendations per council direction.
- #3 – Refer to the finance committee for further consideration/recommendations.

Statement of Operations

The statement of operations for the year ended provides a good overall summary for the year. As can be seen revenues were slightly below what we expected for the most part while expenses for the most part were lower but in a couple areas were quite a bit over. More details will be provided in the departmental budgets and there are some expenses and revenues not showing due to timing. Government transfers, capital expenditures and reserve transactions do not show an accurate picture due to timing of journal entries, but further clarification will be provided later in the report.

Capital

2025 was a busy year (as usual) in terms of capital purchases and projects. Some of the projects were deferred but the plan is to complete them in 2026. In terms of spending the majority of projects were completed on budget or under budget with only a few going over. The table below shows more detail. As noted in previous years, any MSI, or CCBF or reserve dollars not spent can be carried forward and used in future years.

2025 Capital budget					
		Estimate	Funding source	Actuals	
Roadway infrastructure					
	Sidewalks	50,000.00	CCBF	49,244.00	
	Road Rehab	50,000.00	CCBF	42,280.10	
	29th Avenue	75,000.00	CCBF	75,952.58	
	Road assessment	50,000.00	MSI/LGFF		
Utility infrastructure					
	Water main valves	75,000.00	CCBF	38,846.47	
	29th Avenue	225,000.00	MSI/LGFF	201,887.10	
	Sewer re-lining	100,000.00	CCBF	92,896.00	
	WWTP membranes	362,840.00	MSI/LGFF	490,620.00	
	WW Flusher w/truck	75,000.00	MSI/LGFF	85,552.00	
	Westview pond	17,000.00	Reserves	9,277.50	
Parks					
	VIC rest area upgrades	103,000.00	Reserves	44,661.33	
	Library pocket park	56,500.00	Reserves	-	
Buildings					
	Pool liner	200,000.00	Reserves	239,059.34	
	Arena elevator	300,000.00	MSI/LGFF	-	
	Transfer switch	35,000.00	Taxes	18,967.19	
	Community Ctr	100,000.00	MSI/LGFF	-	
	Firehall	25,000.00	MSI/LGFF	-	
	Library	20,000.00	Reserves	-	
Equipment					
	Skid steer	75,000.00	Reserves	66,156.88	
	Bucket truck	90,000.00	MSI/LGFF	62,492.00	
	Mower	30,000.00	Reserves	11,499.03	
	Toolcat	50,000.00	Reserves	70,000.00	
	WWTP equipment	83,000.00	MSI/LGFF	63,897.72	
	Fire engine	75,000.00	Taxes	75,000.00	
Total					
		2,322,340.00		1,738,289.24	

Other capital projects also included the finalization of the reservoir aeration project, the dewatering project which is still ongoing (2025 total spending of \$862,872.32 funded by the AWWMP grant and reserves), the Kosy Korner lift project in which Town reserves of \$19,623.45 was used and the addition of new crosswalk equipment near the Church on hwy 2 due to an ask from the RCMP – reserves of \$9203 needed.

Legislative

The legislative budget finished a little different than we've seen for the past number of years. Revenue is lower because the reserve transfer approved to cover election expenses was moved to the admin budget as that is where the expenses were. Expenses finished just over budget and this was due to travel, training and per diem expenses from the newly elected council – not a bad thing just somewhat unexpected based on previous years.

	Budget	Actual	Difference
Revenue	25,700	18,580	-7,120
Expense	146,870	146,883	13
Excess (deficit)	(121,170)	(128,303)	-7,133

Corporate Services

For the administration side of the corporate services budget our total expenses ended slightly lower than budget by approximately 1.3% - this is good as last year we were over budget. Travel & training was a little lower, contracted and general services was a little lower while professional services were a little higher. Nothing unusual to report here with normal variances occurring – with revenue being slightly over budget and expenses under this particular budget ended with a small surplus.

The marketing and communications budget ended pretty much as expected – revenue was little lower than normal as business license revenue was down just a bit. In terms of expenses though they were down about 12% and so the net result is a small surplus.

Not a lot to report on regarding Family and Community Support Services (FCSS) along with the Library as these budgets are fairly set. Repair and maintenance of the FCSS building was lower than expected while and utilities in both cases were also lower than expected. In terms of the library north wall, some work was done in 2025 and no major issues were encountered but we did have a firm provide us with an estimate and scope of work for 2026 to fix the roof.

On the bylaw enforcement side of things, revenues were higher than budgeted (always good) but expenses were also higher than budgeted. There were a few unexpected equipment expenses, travel and training expenses were higher and wages were also a little higher. The net result though was a small deficit for 2025.

Part of the corporate services budget is also the revenues generated from tax penalties, franchise fees, and interest income less the transfer to reserves. Revenues in 2025 were quite a bit lower than expected as interest income was lower than anticipated (interest rates didn't remain as high) and franchise fees were also a little lower than forecast.

The overall corporate services budget compared to actuals for 2025 looks as follows:

Revenue		Budget	Actual	Difference
	Admin	17,050	19,813	2,763
	Marketing	27,000	23,657	-3,343
	Library & FCSS	61,346	61,346	0
	Bylaw	53,000	66,172	13,172
	Other	507,500	473,190	-34,310
		665,896	644,178	-21,718
Expenses				
	Admin	824,532	813,090	-11,442
	Marketing	50,866	44,726	-6,140
	Library & FCSS	166,239	162,797	-3,442
	Bylaw	139,935	158,631	18,695
	Other	510,000	510,000	0
		1,691,573	1,689,244	-2,329
Net		-1,025,677	-1,045,066	-19,389

As one can see an overall deficit is being seen.

Fire Department

The fire department budget for 2025 was mostly as expected. Revenue does show being lower, but this is due to not having done a transfer from reserves of \$23,500. This was budgeted and expected to be needed for consultant work along with helping to offset expenses. Expenses ended lower than budgeted so we have not done a transfer from reserves, and this money can be kept in reserves for the future. Expenses were lower as wages ended up lower again, building maintenance was lower, training was lower and repair and maintenance of machinery and equipment was lower. This did allow for purchase of needed radio equipment and in the end, we see a surplus.

	Budget	Actual	Difference
Revenue	74,148	58,112	-6,036
Expense	271,425	237,149	-24,276
Net (Deficit)	(197,277)	(179,037)	18,240

Public Works

Starting with the common services side of this budget, revenue ended just as expected. In terms of expenses, wages were below budget but only because not as many hours were allocated as originally budgeted. Contracted repair and maintenance of buildings, vehicle and equipment was over, but fuel and utilities were a little under budget.

For the roads budget, revenue was also as expected. Expenses overall were over and this was due to higher street lighting costs, higher maintenance costs and higher wages. Street sweeping came in a little under and fuel did as well. The cemetery budget is also part of the overall public works budget and as can be seen revenues were a little higher while expenses were a little lower, so a small surplus has resulted.

The overall picture (surplus) is shown below:

	Budget	Actual	Difference
Revenue	27,600	32,461	4,861
Expense	911,524	899,919	-11,606
Excess (Deficit)	(883,924)	(867,458)	16,466

Environmental

Starting with storm water, the year ended very much as expected. Revenues were in line with expectations (slightly over) and expenses were just under despite the one storm water project going over. No concerns are noted.

The water budget on the other hand did not end as we had hoped. On the positive, revenues were slightly higher than expected by about 1.5% and typically we do tend to end with slightly higher revenues. Expenses though ended over budget by about 10%. This was due to a number of reasons but most notably repair and maintenance of the distribution system was over by a fair bit. In addition, the cost of chemicals was over by quite a bit and repair and maintenance to the water plant building itself was over. This is definitely not the norm and we will make adjustments for 2026 but due to this we are seeing a larger deficit than first anticipated.

The wastewater budget did not fair much better unfortunately. Starting with revenue, we ended a little lower than expected. On the expense side, overall, we ended approximately 5% over our budget. What council doesn't see here is the expenses related to our infiltration issues from the spring. I have not included these as council did approve contingency to cover this but so council is aware the total expense incurred due to these issues is \$330,332 – council approved that up to \$400,000 of contingency reserves be used to offset these expenses.

In terms of other expenses, sludge removal was again a big factor, and we were quite a big over budget here. Other areas over budget included repair and maintenance of machinery and equipment, chemical costs were higher and repair and maintenance of the collection system was higher. On the bright side, power and gas costs were lower than budget. Similar to the water budget we've ended with a larger deficit than first anticipated.

On the waste management side, revenues and expenses were on par with expectations. The additional revenue received from the new circular materials program has definitely helped and in terms of expenses both our collection costs and landfill tippage fees came in under budget, so no concerns are noted with the waste management or recycling budgets.

When we look at the overall environmental (utility) picture the numbers are as follows:

Revenue		<i>Budget</i>	<i>Actual</i>	<i>Difference</i>
	Stormwater	36,500	36,716	216
	Water	708,100	719,429	11,329
	Wastewater	747,071	727,009	(20,062)
	Solid Waste	100,000	100,831	831
	Recycling	112,500	113,592	1,092
		1,704,171	1,697,577	(6,594)
Expenses				
	Stormwater	37,875	37,073	-802
	Water	727,165	800,418	73,253
	Wastewater	802,270	843,786	41,516
	Solid Waste	83,000	66,606	-16,394
	Recycling	129,771	110,243	-19,528
		1,780,081	1,858,126	78,045
Net		(75,910)	(160,549)	(84,639)

As is shown, there is a much larger overall deficit than we had budgeted for.

Development

The development budget for 2025 was positive. Revenues ended higher than budgeted mostly due to safety code fees generated from a busy year. Expenses were a little lower than budget – some small savings seen in a few different areas. The Town did again sell some lots which resulted in \$113,993 that can go into the Municipal Land development reserve. Not showing here are expenses related to the heritage building project, the NW area structure plan and expenses incurred to put together the CHIFF grant applications.

Heritage building project = \$32,044
 NW Area Structure Plan = 21,540
 CHIFF grant applications = \$10,000

These expenses were covered by reserves and the Heritage grant. Overall, the development budget ended with a surplus.

	Budget	Actual	Difference
Revenue	30,175	44,338	14,163
Expenses	178,612	177,218	-1,394
Excess (Deficit)	(148,437)	(132,880)	15,557

As one can see, a surplus to help offset other deficits.

Parks and Recreation

Starting with the Parks budget, we ended the year pretty close to what we expected. Revenues were a little higher, but expenses were also higher. Expenses ended this way mostly due to wages – more staff time was allocated to parks than we budgeted and so this resulted in a small deficit. The other area that was over was related to trees - a lot of tree maintenance was done, and this is a good thing.

For the arena, revenue actuals were very close to budget so no surprises on this front. On the expense side, wages were lower (since they ended higher in parks) and then building maintenance and repair along with equipment maintenance also ended higher. The kitchen reno ended a little over budget and there was a little bit of unexpected equipment maintenance. Overall though expenses were lower than budget and we ended with a small surplus compared to budget.

The 2025 pool season was a good one and in terms of the budget we were pretty much as expected. Slightly higher revenue were seen and expenses were a little lower so overall no concerns noted with this budget.

The overall budget summary for Parks & Recreation is as noted below:

		<i>Budget</i>	<i>Actual</i>	<i>Difference</i>
Revenue				
	Parks	1,000	1,618	618
	Arena	270,800	271,688	888
	Pool	34,750	39,752	5,002
		306,550	313,058	6,508
Expenses				
	Parks	253,130	312,481	59,351
	Arena	660,148	605,893	-54,255
	Pool	124,910	119,708	-5,201
		1,038,188	1,038,082	-106
Net		-731,638	-725,024	6,614

Overall Summary

Overall, 2025 was a normal year with normal variances with the exception being the water and wastewater budgets. The combined numbers are below:

		<u>Budget</u>	<u>Actual</u>
Total Revenues	All Functions	2,824,240	2,808,304
Total Expenses	All Functions	6,008,273	6,046,621
Net (Total tax)		-3,184,034	-3,238,317

Actual revenues were lower by less than half a percent compared to budget while actual expenses were higher by less than half a percent compared to budget. The resulting difference is a deficit for the first time in a long time in 2025 of **\$54,284** (this number doesn't take into account lot sales).

While this is definitely not how we envisioned the year and we do have to recommend a transfer from the contingency reserves to cover the shortfall, the story is not all bad. A great deal of infrastructure maintenance was performed, and important equipment has been updated that will help to serve the town better in the years ahead. The deficit is by no means a small number but when compared to total budgeted expenditures of \$6 million this overage is not far off.

The lots sales that were completed in 2025 will still go into reserves (\$113,993 less legal fees) and fire department reserves of \$13,500 were not needed so they can stay in reserves for future use.

Administration is recommending the following reserve transfers:

\$54,284 from contingency reserves be transferred to the water & wastewater budget (split equally) subject to the final audited numbers.

****Contingency reserves will drop down to \$171,871****

\$113,993 lot sales less legal fees be transferred to municipal land development reserve.

There may still be some revenue and a few expenses that trickle in that will affect the numbers and so once the year end audit is completed, we will finalize the reserve transfers.

Submitted by: Clayton Gillespie, Corporate Services Manager

Date: January 28, 2026

Town Of Nanton
Statement of Operations 2025
For the Twelve Months Ending Wednesday, December 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
REVENUE				
Net Municipal Taxes	\$3,184,034	\$3,186,322	\$2,288	100.07%
Sales & User Fees	1,641,866	1,792,839	150,973	109.20%
Licenses & Permits	56,250	69,133	12,883	122.90%
Fines	48,000	59,547	11,547	124.06%
Rentals	182,073	192,593	10,520	105.78%
Government transfers	247,346	190,775	(56,571)	77.13%
Investment income	110,000	190,013	80,013	172.74%
Penalties & cost	54,205	56,018	1,813	103.34%
Franchise & Concession	352,800	331,991	(20,809)	94.10%
Other revenues	9,500	67,599	58,099	711.57%
Unrealized Gain (Loss) on Capital Assets		9,958	9,958	0.00%
Total Revenue	5,886,074	6,146,789	260,715	104.43%
EXPENDITURES				
Legislative	146,870	146,860	(10)	99.99%
General Administrative	824,532	819,145	(5,388)	99.35%
Fire	196,425	162,198	(34,227)	82.58%
Municipal Enforcement and Disaster	139,935	161,106	21,170	115.13%
Common services	401,501	374,133	(27,368)	93.18%
Roads	490,169	517,391	27,222	105.55%
Water	802,472	791,969	(10,503)	98.69%
Waste Water	822,563	1,195,106	372,542	145.29%
Solid Waste	83,000	66,444	(16,556)	80.05%
Recycling	129,771	110,415	(19,356)	85.08%
Cemetery	19,854	16,511	(3,344)	83.16%
Land - Planning, Zoning and Subdivision	178,612	238,286	59,674	133.41%
Marketing and Communications	50,866	43,808	(7,058)	86.12%
Parks and Recreation	1,003,188	1,189,692	186,504	118.59%
Cultural, FCSS and Public Health	166,239	176,453	10,214	106.14%
Total Expenditures	5,455,998	6,009,516	553,518	110.15%
EXCESS (SHORTFALL) - BEFORE OTHER	430,076	137,273	(292,803)	31.92%
OTHER				
Government transfers for capital assets	3,448,970		(3,448,970)	0.00%
EXCESS (SHORTFALL) OF REV OVER EXP	3,879,046	137,273	(3,741,773)	3.54%
ADJUST CASH ITEMS THAT ARE NOT REV & EXP				
Capital expenditures	(4,842,142)	(2,885,968)	1,956,174	59.60%
Debt proceeds	581,900		(581,900)	0.00%
Debt principal repayment	(42,275)	(33,517)	8,758	79.28%
Transfer from reserves	1,043,472	88,500	(954,972)	8.48%
Transfer to reserves	(620,000)	(629,993)	(9,993)	101.61%
Transfer from accumulated surplus	0	(3,323,706)	(3,323,706)	
Trial Balance	0	(3,323,706)	(3,323,706)	

Town Of Nanton
 Schedule I: EXPENDITURE BY OBJECT
 For the Twelve Months Ending Wednesday, December 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
Salaries, Wages & Benefits	\$2,326,057	\$2,357,363	\$31,306	101.35%
Contracted & General Services	1,856,349	2,429,319	572,970	130.87%
Materials, Goods, Supplies	460,350	483,252	22,902	104.97%
Utilities	601,650	541,581	(60,069)	90.02%
Tfrs to Boards & Agencies	129,183	130,616	1,433	101.11%
Grants to Individuals & Organizations	43,500	43,180	(320)	99.26%
Bank Charges	4,700	5,208	508	110.80%
Debenture Interest	33,209	18,998	(14,211)	57.21%
Other Expenditures	1,000		(1,000)	0.00%
TOTAL EXPENDITURES	5,455,998	6,009,516	553,518	110.15%

Town of Nanton
LEGISLATIVE BUDGET 2025
 For the twelve (12) months ending December 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 % EST
Revenue				
Other revenues:				
1-11-00-920-00 LEG - Transfer from Reserves	(25,700)		25,700	0.00%
Total Other revenues	(25,700)		25,700	0.00%
Total Revenue	(25,700)		25,700	0.00%
Expense				
Salaries, Wages & Benefits:				
2-11-00-132-00 COU - Statutory Deductions	2,800	3,218	418	114.92%
2-11-00-135-00 COUNCIL - Health spending	6,270	4,195	(2,075)	66.90%
2-11-00-150-00 COU - Allowance	86,000	79,246	(6,754)	92.15%
2-11-00-150-03 COU - Per Diem - Mitchell	750	400	(350)	53.33%
2-11-00-150-04 COU - Per Diem - Handley	1,500	950	(550)	63.33%
2-11-00-150-10 COU - Per Diem - Czop	750	2,938	2,188	391.67%
2-11-00-150-12 COU - Per Diem - Miller	750	700	(50)	93.33%
2-11-00-150-14 COU - Per Diem - McMasters	750	762	12	101.59%
2-11-00-150-15 COU - Per Diem - Shields		725	725	0.00%
2-11-00-150-17 COU - Per diem - Strong		1,113	1,113	0.00%
2-11-00-150-09 COU - Per Diem - Dozeman	750		(750)	0.00%
2-11-00-150-13 COU - Per Diem - Sorenson	750		(750)	0.00%
Total Salaries, Wages & Benefits	101,070	94,245	(6,825)	93.25%
Contracted & General Services:				
2-11-00-211-00 COU - Travel, Subsis, Training	10,000	7,397	(2,603)	73.97%
2-11-00-211-03 COU - Trav, Subsis, Training - Mitchell	1,000	1,741	741	174.06%
2-11-00-211-04 COU - Trav, Subsis, Training - Handley	1,500	2,264	764	150.92%
2-11-00-211-10 COU - Trav, Subsis, Training - Czop	1,000	4,363	3,363	436.27%
2-11-00-211-12 COU - Trav, Subsis, Training - Miller	1,000	1,795	795	179.52%
2-11-00-211-15 Council training & travel - McMasters		2,267	2,267	0.00%
2-11-00-211-16 Council travel & training - Shields		2,510	2,510	0.00%
2-11-00-211-17 Council travel & training - Strong		2,234	2,234	0.00%
2-11-00-220-00 COU - Information Services	2,500	2,929	429	117.16%
2-11-00-230-00 COU - Professional Services		1,000	1,000	0.00%
2-11-00-274-00 COU- Insurance & Bonds	600	525	(75)	87.50%
2-11-00-211-09 COU - Trav, Subsis, Training - Dozeman	1,000		(1,000)	0.00%
2-11-00-211-13 COU - Trav, Subsis, Training - Sorenson	1,000		(1,000)	0.00%
2-11-00-211-14 COU - Trav, Subsis, Training - Todd	1,000		(1,000)	0.00%
Total Contracted & General Services	20,600	29,025	8,425	140.90%
Materials, Goods, Supplies :				
2-11-00-514-00 COU - Consumable Foods	2,500	1,624	(876)	64.97%
2-11-00-519-00 COU- Misc Goods and supplies	4,000	3,385	(615)	84.64%
Total Materials, Goods, Supplies	6,500	5,010	(1,490)	77.07%
Tfrs & Grants to Other Organizations:				
2-11-00-770-00 COU - Grants to Individulas & Organizator	18,700	18,580	(120)	99.36%
Total Tfrs & Grants to Other Organizations	18,700	18,580	(120)	99.36%
Total Expense	146,870	146,860	(10)	99.99%
NET EXCESS (DEFICIT)	(172,570)	(146,860)	25,710	85.10%

Town of Nanton
CORPORATE SERVICES BUDGET 2025
For the twelve (12) months ending December 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
ADMINISTRATION				
Revenue				
Sales & User Fees	3,750	5,182	1,432	138.18%
Penalties, Permits, Fines	1,300	1,023	(277)	78.68%
Government transfers	5,000		(5,000)	0.00%
Other revenues	7,000	8,630	1,630	123.29%
Total Revenue	17,050	14,835	(2,215)	87.01%
Expense				
Salaries, Wages & Benefits	534,232	547,389	13,157	102.46%
Contracted & General Services	257,900	249,811	(8,089)	96.86%
Materials, Goods, Supplies	20,500	11,669	(8,831)	56.92%
Utilities	7,200	5,805	(1,395)	80.62%
Service Charges, Debentures	3,700	4,471	771	120.85%
Other Expenditures	1,000		(1,000)	0.00%
Total Expense	824,532	819,145	(5,388)	99.35%
NET EXCESS (DEFICIT)	(807,482)	(804,310)	3,173	99.61%
MARKETING & COMMUNICATIONS				
Revenue				
Business Licences	27,000	23,510	(3,490)	87.07%
Other revenues		148	148	0.00%
Total Revenue	27,000	23,658	(3,342)	87.62%
Expense				
Contracted & General Services	23,066	16,983	(6,083)	73.63%
Materials, Goods, Supplies	2,500	1,827	(673)	73.09%
Utilities	1,300	1,197	(103)	92.11%
Tfrs & Grants to Other Groups	24,000	23,800	(200)	99.17%
Total Expense	50,866	43,808	(7,058)	86.12%
NET EXCESS (DEFICIT)	(23,866)	(20,150)	3,716	84.43%
FCSS				
Revenue				
Government transfers	61,346	61,347	1	100.00%
Other revenues		25	25	0.00%
Total Revenue	61,346	61,372	26	100.04%
Expense				
Contracted & General Services	3,685	8,232	4,547	223.40%
Utilities	3,900	4,182	282	107.24%
Tfrs & Grants to Other Organizations	76,683	75,771	(913)	98.81%
Total Expense	84,268	88,185	3,917	104.65%
NET EXCESS (DEFICIT)	(22,922)	(26,814)	(3,892)	116.98%

Town of Nanton
CORPORATE SERVICES BUDGET 2025
For the twelve (12) months ending December 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	EST 2025 %
LIBRARY				
Revenue				
Expense				
Contracted & General Services	22,021	20,628	(1,393)	93.67%
Materials, Goods, Supplies	250		(250)	0.00%
Utilities	7,200	5,850	(1,350)	81.26%
Tfrs & Grants to Other Organizations	52,500	54,845	2,345	104.47%
Total Expense	81,971	81,324	(647)	99.21%
NET EXCESS (DEFICIT)	(81,971)	(81,324)	647	99.21%
MUNICIPAL				
Revenue				
Taxes	4,572,761	4,571,450	(1,311)	99.97%
Penalties, Permits, Fines	45,500	45,935	435	100.96%
Rentals, Franchise, Contracts	352,000	331,991	(20,009)	94.32%
Investment income	110,000	190,013	80,013	172.74%
Government transfers	(1,259,339)	(1,259,339)	0	100.00%
Other revenues		9,958	9,958	0.00%
Total Revenue	3,820,922	3,890,009	69,087	101.81%
Expense				
NET EXCESS (DEFICIT)	3,820,922	3,890,009	69,087	101.81%
MUNICIPAL ENFORCEMENT				
Revenue				
Penalties, Permits, Fines	53,000	66,172	13,172	124.85%
Other revenues		4,019	4,019	0.00%
Total Revenue	53,000	70,191	17,191	132.44%
Expense				
Salaries, Wages & Benefits	117,525	127,985	10,460	108.90%
Contracted & General Services	10,110	16,589	6,479	164.08%
Materials, Goods, Supplies	12,300	16,532	4,232	134.40%
Total Expense	139,935	161,106	21,170	115.13%
NET EXCESS (DEFICIT)	(86,935)	(90,915)	(3,979)	104.58%

Town of Nanton
 Fire Department BUDGET 2025
 For the twelve (12) months ending December 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
Revenue				
Sales & User Fees		\$1,120	\$1,120	0.00%
Rentals, Franchise, Contracts	41,648	40,164	(1,484)	96.44%
Government transfers	9,000	12,000	3,000	133.33%
Other revenues	23,500		(23,500)	0.00%
Total Revenue	74,148	53,284	(20,864)	71.86%
Expense				
Salaries, Wages & Benefits	64,225	52,716	(11,509)	82.08%
Contracted & General Services	97,300	63,119	(34,181)	64.87%
Materials, Goods, Supplies	22,150	35,232	13,082	159.06%
Utilities	12,750	11,131	(1,619)	87.30%
Total Expense	196,425	162,198	(34,227)	82.58%
NET EXCESS (DEFICIT)	(122,277)	(108,915)	13,362	89.07%

Town of Nanton
PUBLIC WORKS BUDGET - 2025
For the twelve (12) months ending December 31, 2025



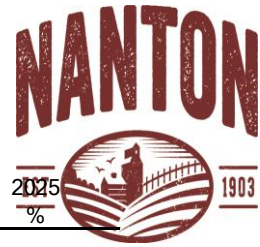
	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
COMMON SERVICES				
Revenue				
Government transfers		\$10,000	\$10,000	0.00%
Other revenues	8,000	8,058	58	100.72%
Total Revenue	8,000	18,058	10,058	225.72%
Expense				
Salaries, Wages & Benefits	202,501	173,322	(29,179)	85.59%
Contracted & General Services	85,400	106,563	21,163	124.78%
Materials, Goods, Supplies	71,100	60,546	(10,554)	85.16%
Utilities	42,500	33,701	(8,799)	79.30%
Total Expense	401,501	374,133	(27,368)	93.18%
NET EXCESS (DEFICIT)	(393,501)	(356,076)	37,426	90.49%
ROADS				
Revenue				
Other revenues	4,500	4,500		100.00%
Total Revenue	4,500	4,500		100.00%
Expense				
Salaries, Wages & Benefits	160,314	183,113	22,799	114.22%
Contracted & General Services	134,355	133,471	(884)	99.34%
Materials, Goods, Supplies	39,500	37,242	(2,258)	94.28%
Utilities	156,000	163,565	7,565	104.85%
Total Expense	490,169	517,391	27,222	105.55%
NET EXCESS (DEFICIT)	(485,669)	(512,891)	(27,222)	105.61%
CEMETERY				
Revenue				
Sales & User Fees	12,100	16,903	4,803	139.69%
Government transfers	3,000	3,000		100.00%
Total Revenue	15,100	19,903	4,803	131.81%
Expense				
Salaries, Wages & Benefits	8,407	8,435	28	100.33%
Contracted & General Services	5,247	7,650	2,403	145.80%
Materials, Goods, Supplies	6,200	426	(5,774)	6.87%
Total Expense	19,854	16,511	(3,344)	83.16%
NET EXCESS (DEFICIT)	(4,754)	3,392	8,147	(71.35%)
NET PUBLIC WORKS	(883,924)	(865,574)	18,350	97.92%

Town of Nanton
ENVIRONMENTAL SERVICES BUDGET - 2025
 For the twelve (12) months ending December 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
STORM WATER COLLECTION				
Revenue				
Sales & User Fees	\$29,000	\$29,216	\$216	100.75%
Other revenues	7,500	7,500		100.00%
Total Revenue	36,500	36,716	216	100.59%
Expense				
Salaries, Wages & Benefits	16,875	13,559	(3,317)	80.35%
Contracted & General Services	21,000	23,515	2,515	111.98%
Total Expense	37,875	37,074	(802)	97.88%
NET EXCESS (DEFICIT)	(1,375)	(357)	1,018	25.98%
WATER SERVICES				
Revenue				
Sales & User Fees	670,100	677,370	7,270	101.08%
Penalties, Permits, Fines	5,000	9,060	4,060	181.20%
Government transfers	20,000		(20,000)	0.00%
Other revenues				
Total Revenue	695,100	686,430	(8,670)	98.75%
Expense				
Salaries, Wages & Benefits	244,703	262,089	17,386	107.10%
Contracted & General Services	335,660	280,815	(54,845)	83.66%
Materials, Goods, Supplies	127,250	166,638	39,388	130.95%
Utilities	78,000	65,594	(12,406)	84.09%
Service Charges, Debentures	16,859	16,833	(26)	99.85%
Total Expense	802,472	791,969	(10,503)	98.69%
NET EXCESS (DEFICIT)	(107,372)	(105,540)	1,833	98.29%
WASTE WATER SERVICES				
Revenue				
Taxes	6,666	6,469	(197)	97.04%
Sales & User Fees	716,000	698,540	(17,460)	97.56%
Penalties, Permits, Fines	2,405		(2,405)	0.00%
Government transfers	20,000		(20,000)	0.00%
Other revenues				
Total Revenue	745,071	705,009	(40,062)	94.62%
Expense				
Salaries, Wages & Benefits	244,703	238,195	(6,508)	97.34%
Contracted & General Services	291,835	688,562	396,727	235.94%
Materials, Goods, Supplies	51,800	75,127	23,327	145.03%
Utilities	180,000	153,984	(26,016)	85.55%
Service Charges, Debentures	16,350	2,164	(14,186)	13.24%
Total Expense	784,688	1,158,032	373,344	147.58%
NET EXCESS (DEFICIT)	(39,617)	(453,023)	(413,406)	1143.50%

Town of Nanton
ENVIRONMENTAL SERVICES BUDGET - 2025
 For the twelve (12) months ending December 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
SOLID WASTE COLLECTION				
Revenue				
Sales & User Fees	100,000	100,831	831	100.83%
Total Revenue	100,000	100,831	831	100.83%
Expense				
Contracted & General Services	81,000	66,444	(14,556)	82.03%
Materials, Goods, Supplies	2,000		(2,000)	0.00%
Total Expense	83,000	66,444	(16,556)	80.05%
NET EXCESS (DEFICIT)	17,000	34,386	17,386	202.27%
RECYCLING				
Revenue				
Sales & User Fees	76,500	113,593	37,093	148.49%
Government transfers	36,000		(36,000)	0.00%
Other revenues				
Total Revenue	112,500	113,593	1,093	100.97%
Expense				
Salaries, Wages & Benefits	42,351	38,356	(3,995)	90.57%
Contracted & General Services	85,070	70,589	(14,481)	82.98%
Materials, Goods, Supplies	750		(750)	0.00%
Utilities	1,600	1,470	(130)	91.89%
Total Expense	129,771	110,415	(19,356)	85.08%
NET EXCESS (DEFICIT)	(17,271)	3,178	20,449	(18.40%)
ENVIRONMENTAL NET EXCESS (DEFICIT)	(148,636)	(521,355)	(372,720)	

Town of Nanton
LAND- PLANNING,ZONING,and SUBDIVISION - 2025
 For the twelve (12) months ending December 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
DEVELOPMENT & ZONING				
Revenue				
Sales & User Fees	\$1,500	\$2,035	\$535	135.67%
Penalties, Permits, Fines	24,250	38,998	14,748	160.82%
Government transfers		21,428	21,428	0.00%
Other revenues	500	695	195	139.00%
Total Revenue	26,250	63,156	36,906	240.60%
Expense				
Salaries, Wages & Benefits	90,812	93,210	2,398	102.64%
Contracted & General Services	86,900	142,492	55,592	163.97%
Materials, Goods, Supplies	400	90	(310)	22.51%
Total Expense	178,112	235,792	57,680	132.38%
NET EXCESS (DEFICIT)	(151,862)	(172,636)	(20,774)	113.68%
LAND				
Revenue				
Sales & User Fees		113,993	113,993	0.00%
Other revenues	3,925	3,360	(565)	85.61%
Total Revenue	3,925	117,353	113,428	2989.90%
Expense				
Contracted & General Services	500	2,494	1,994	498.74%
Total Expense	500	2,494	1,994	498.74%
NET EXCESS (DEFICIT)	3,425	114,860	111,435	

Town of Nanton
PARKS AND RECREATION - 2025
 Actuals for the twelve (12) months ending December 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
PARKS				
Revenue				
Rentals, Franchise, Contracts	\$1,000	\$1,618	\$618	161.84%
Government transfers		1,000	1,000	0.00%
Other revenues		1,875	1,875	0.00%
Total Revenue	1,000	4,493	3,493	449.34%
Expense				
Salaries, Wages & Benefits	124,030	174,840	50,811	140.97%
Contracted & General Services	85,000	114,453	29,453	134.65%
Materials, Goods, Supplies	39,900	27,606	(12,294)	69.19%
Utilities	4,200	3,700	(500)	88.10%
Total Expense	253,130	320,600	67,470	126.65%
NET EXCESS (DEFICIT)	(252,130)	(316,107)	(63,977)	125.37%
TOM HORNECKER RECREATION CENTRE				
Revenue				
Sales & User Fees	26,250	27,588	1,338	105.10%
Rentals, Franchise, Contracts	136,300	147,451	11,151	108.18%
Government transfers	92,000	82,000	(10,000)	89.13%
Other revenues	50,000	71,100	21,100	142.20%
Total Revenue	304,550	328,138	23,588	107.75%
Expense				
Salaries, Wages & Benefits	285,848	257,644	(28,204)	90.13%
Contracted & General Services	206,050	376,473	170,423	182.71%
Materials, Goods, Supplies	26,250	22,129	(4,121)	84.30%
Utilities	107,000	91,400	(15,600)	85.42%
Total Expense	625,148	747,647	122,498	119.60%
NET EXCESS (DEFICIT)	(320,598)	(419,508)	(98,910)	130.85%
POOL				
Revenue				
Government transfers	1,000		(1,000)	0.00%
Total Revenue	1,000		(1,000)	0.00%
Expense				
Salaries, Wages & Benefits	88,460	92,264	3,805	104.30%
Contracted & General Services	3,650	2,728	(922)	74.75%
Materials, Goods, Supplies	31,000	23,179	(7,821)	74.77%
Tfrs & Grants to Other Organizations	800	800		100.00%
Service Charges, Debentures	1,000	736	(264)	73.65%
Total Expense	124,910	119,708	(5,202)	95.84%
NET EXCESS (DEFICIT)	(123,910)	(119,708)	4,202	96.61%
NET EXCESS (DEFICIT)	(696,638)	(857,060)	(160,422)	123.03%



MINUTES

Monday, January 5, 2026, at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2122 – 18 Street

SPECIAL MEETING

COUNCIL PRESENT: Mayor Jennifer Handley and Councillors Victor Czop, Jennie McMasters, Roger Miller, Dave Mitchell, Erin Shields and Shauna Strong

OTHERS PRESENT: Neil Smith Chief Administrative Officer
Sara-Lynn Lyons Legislative Services & Communications

1. CALL TO ORDER & ADOPTION OF AGENDA:

The Special Meeting was called to order by Mayor Handley at 7:00 p.m.

RESOLUTION # 1 – 26/01/05 - Czop

The Special Meeting agenda for January 5, 2025 was accepted as presented. CARRIED

2. PRIORITY ITEMS:

2.1 Request for Decision Draft Chief Administrative Officer Bylaw 1420/26 – E

RESOLUTION # 2 – 26/01/05 - Strong

Moved to read Town of Nanton Bylaw # 1420/26, a Bylaw to establish the position of the Chief Administrative Officer for a first time. CARRIED

RESOLUTION # 3 – 26/01/05 - Shields

Moved to read Town of Nanton Bylaw # 1420/26 for a second time. CARRIED

RESOLUTION # 4 – 26/01/05 - Miller

Unanimous consent to read Town of Nanton Bylaw # 1420/26 for a third time was granted by all Council present. CARRIED

RESOLUTION # 5 – 26/01/05 - Mitchell

Moved to read Town of Nanton Bylaw # 1420/26 for a third and final time. CARRIED

CLOSED SESSION

RESOLUTION # 6 – 26/01/05 - Czop

IT WAS MOVED at 7:11 p.m. to hold “Closed Confidential Sessions” pursuant to Section 197(2) of the Municipal Government Act, RSA 2000, Chapter M-26 and the Access to Information Act (ATIA), as follows:

2.2 Chief Administrative Officer Hiring Process AITA Section 28 Local Public Body Confidences and Section 29 Advice from Officials

CARRIED

RESOLUTION # 7 – 26/01/05 -

IT WAS MOVED to reconvene the Regular Meeting at 7:35 p.m. CARRIED

3. ADJOURNMENT:

RESOLUTION # 8 – 26/01/05 - McMasters

IT WAS MOVED to adjourn the Special Meeting of Council at 7:35 p.m.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

NS:sl

These minutes accepted and signed this 2nd day of February, 2026.

DRAFT





MINUTES

Monday, January 19, 2026, at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2122 – 18 Street

REGULAR COUNCIL MEETING

COUNCIL PRESENT: Mayor Jennifer Handley and Councillors Victor Czop, Jennie McMasters, Dave Mitchell, Erin Shields (electronic attendance) and Shauna Strong

ABSENT: Councillor Roger Miller

OTHERS PRESENT: Neil Smith Chief Administrative Officer
Clayton Gillespie Corporate Services Manager
Sara-Lynn Lyons Legislative Services & Communications
Georgina Sharpe Planning & Development Officer

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

The Regular Meeting was called to order by Mayor Handley at 7:00 p.m.

RESOLUTION # 9 – 26/01/19 - Czop

The Regular Council agenda for January 19, 2026, was accepted with the following amendments:

- Move item 5.4 to item 5.1.

CARRIED

2. PRESENTATIONS:

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

- 3.1.1 Status Report – E
- 3.1.2 Capital Plan Status - E
- 3.1.3 Monthly Report – E

3.2 FINANCIAL:

- 3.2.1 Accounts Payable Report for December 2025

3.3 DEPARTMENT:

- 3.3.1 Corporate Services Manager - E
- 3.3.2 Operations Manager – E
- 3.3.3 Recreation Manager - E
- 3.3.4 Planning & Development Officer - E
- 3.3.5 Fire Chief - E
- 3.3.6 Peace Officer – E
- 3.3.7 Emergency Management – E

3.4 COUNCIL:

- 3.4.1 MAYOR JENNIFER HANDLEY

- *Reminder for Committee of the Whole Meeting scheduled: January 26, 2026*
- 3.4.2 COUNCILLOR VICTOR CZOP
- 3.4.3 COUNCILLOR JENNIE MCMASTERS
- 3.4.4 COUNCILLOR ROGER MILLER
- 3.4.5 COUNCILLOR DAVE MITCHELL
- 3.4.6 COUNCILLOR ERIN SHIELDS
- 3.4.7 COUNCILLOR SHAUNA STRONG

RESOLUTION # 10 – 26/01/19 - McMasters

Moved that all written reports, as recorded on the agenda for January 19, 2026, be received for information and filing. CARRIED

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

4.1.1 December 15, 2026, Regular Council Meeting Minutes – E

RESOLUTION # 11 – 26/01/19 - Strong

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Regular Meeting of the Council of the Town of Nanton held December 15, 2025 were accepted as distributed. CARRIED

4.1.2 December 18, 2025, Governance Committee Meeting Minutes - E

RESOLUTION # 12 – 26/01/19 - Mitchell

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Governance Committee Meeting of the Town of Nanton held December 18, 2025 were accepted as distributed. CARRIED

4.1.3 January 5, 2026, Governance Committee Meeting Minutes - E

RESOLUTION # 13 – 26/01/19 – Shields

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Governance Committee Meeting of the Town of Nanton held January 5, 2026 were accepted as distributed. CARRIED

4.2 BUSINESS ARISING FROM THE MINUTES:

4.2.1 Request for Decision Draft Traffic Bylaw #1422/26

RESOLUTION # 14 – 26/01/19 – Mitchell

Moved to read Town of Nanton Bylaw # 1422/26, a Bylaw to regulate highways located within the municipality for a first time. CARRIED

5. NEW & UNFINISHED BUSINESS:

5.1 Request for Decision Rezoning Application Draft Bylaw 1421/26 – E

RESOLUTION # 15 – 26/01/19 - Czop

Moved to read Town of Nanton Bylaw # 1421/26, a Bylaw to amend land use bylaw 1389/24 for a first time. CARRIED



RESOLUTION # 16 – 26/01/19 - Mitchell

Moved to hold a Public Hearing during a Regular Meeting of Council in regards to Town of Nanton Land Use Bylaw Amending Bylaw #1421/26, on February 2, 2026 at 7:00 pm at Council Chambers in the Tom Hornecker Recreation Centre.

5.2 Request for Decision January 26, 2026, Committee of the Whole Meeting - E

RESOLUTION # 17 – 26/01/19 - Strong

Moved to change of the Committee of the Whole meeting time to 6:00 p.m. on January 26, 2026 in order to allow time for presentations.

5.3 Request for Decision Draft Bylaw 1423/26 Access to Information and Privacy and Amended Policy Routine Release of Information – E

RESOLUTION # 18 – 26/01/19 - McMasters

Moved to read Town of Nanton Bylaw # 1423/26, a Bylaw to establish the administrative structure and fees for access to information and the protection of privacy for a first time. CARRIED

RESOLUTION # 19 – 26/01/19 - Shields

Moved to read Town of Nanton Bylaw # 1423/26 for a second time. CARRIED

RESOLUTION # 20 – 26/01/19 - Czop

Unanimous consent to read Town of Nanton Bylaw # 1423/26 for a third time was granted by all Council present. CARRIED

RESOLUTION # 21 – 26/01/19 - Mitchell

Moved to read Town of Nanton Bylaw # 1423/26 for a third and final time. CARRIED

RESOLUTION # 22 – 26/01/19 - Strong

Moved to replace existing Routine Release of Information Policy 11-21-14/01/20 and replace it with the Updated policy, which reflects the new legislative framework under the Access to Information Act and the Protection of Privacy Act and attached to these minutes as schedule 'A'. CARRIED

5.4 Information Brief Westview Development – E

6. CORRESPONDENCE:

6.1 FOR ACTION:

6.2 FOR INFORMATION:

- 6.2.1 Minister of Public Safety and Emergency Services - Update on Changes to Alberta's Police Funding Model – E
- 6.2.2 Minister of Municipal Affairs Letter to Mayor Handley follow up on discussions – E
- 6.2.3 Correspondence Received Filming Comment – E
- 6.2.4 Nanton Chamber of Commerce 2025 Strategic Support Deliverables – E

7. CLOSED CONFIDENTIAL SESSION:

RESOLUTION # 23 – 26/01/19 - Strong

IT WAS MOVED at 7:52 p.m. to hold “Closed Confidential Sessions” pursuant to Section 197(2) of the Municipal Government Act, RSA 2000, Chapter M-26 and the Access to Information Act (ATIA), as follows:

- 7.1 Compliance Enforcement ATIA Section 20 Disclosure Harmful to Personal Privacy and Section 25 Disclosure and Complaints
 - 7.2 Municipal Lands Interest to Purchase ATIA Section 26 Disclosure Harmful to Intergovernmental Relations and Section 29 Advice from Officials
 - 7.3 Municipal Land ATIA Section 26 Disclosure Harmful to Intergovernmental Relations
 - 7.4 Chief Administrative Officer Hiring Process AITA Section 29 Advice from Officials
 - 7.5 Intermunicipal Agreements ATIA Section 26 Disclosure Harmful to Intergovernmental Relations
 - 7.6 Tom Hornecker Recreation Centre ATIA Section 26 Disclosure Harmful to Intergovernmental Relations
- CARRIED

RESOLUTION # 24 – 26/01/19 - McMasters

IT WAS MOVED to reconvene the Regular Meeting at 9:27 p.m. CARRIED

RESOLUTION # 25 – 26/01/19 - Mitchell

Moved to direct the Chief Administrative Officer to have administration develop a policy on compliance enforcement. CARRIED

8. ADJOURNMENT:

RESOLUTION # 26 – 26/01/19 - Czop

IT WAS MOVED to adjourn the Regular Meeting of Council at 9:28 p.m.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

NS:sl

These minutes accepted and signed this 2nd day of February 2026.





POLICY

Policy No. 11- 22 – 26/01/19
Department: Legislative

ROUTINE RELEASE OF INFORMATION

1. SCOPE:

This policy provides guidelines to the Council and staff of the Town of Nanton for the routine disclosure of information, either to the public at large, or for individuals to whom it directly relates.

2. PURPOSE:

The purpose of this policy to facilitate access to information in the possession of the Town and to ensure that personal information is protected from unauthorized collection, use of disclosure.

The Town acknowledges that:

- a. Information has value and can also be a marketable asset managed by the Town;
- b. It is the responsibility of the Town, to consider provision of information routinely requested via Active Dissemination or Routine Disclosure; and
- c. It is the responsibilities of the Town, through its employees to, respond to persons requesting information as quickly and conveniently as possible, unless there are clear and reasonable grounds to withhold the information based on the record classification.

3. DEFINITIONS:

Access to Information and Privacy Coordinator or Coordinator means the Legislative Services employee of the Town of Nanton appointed by the Head to administer and coordinate the Town's obligations under the Access to Information Act and the Protection of Privacy Act, including the processing of access to information requests, the administration of privacy matters, and the exercise of any powers or duties delegated by the Head in accordance with applicable legislation and municipal bylaws.

Active Dissemination means routine disclosure of information by the municipality in bulk quantities. Records the municipality provides for the public on a regular basis.

Appeal means the process available to an Applicant when Request to Access Information is not provided, refused or rejected.

Applicant means a person who makes a request for access to a record under section 7(1) of the *Access to Information Act*.

“ATIA and POPA” refers to the *Access to Information Act* Statutes of Alberta, 2024 Chapter A-1.4 and *Protection of Privacy Act*, Statutes of Alberta, 2024 Chapter P-28.5 as amended.

Council means the Council of the Municipality of the Town of Nanton in the Province of Alberta.

Employee includes any person who is employed by the Town of Nanton, a volunteer or service provider thereof.

Error is mistaken or wrong information, or information not reflecting the truth.

Head means the Chief Administrative Officer of the Town of Nanton, being the person designated by Council as the chief officer charged with the administration and operation of the Town, and who shall be accountable for the implementation, administration and compliance of this Policy.

Omission means information in a record which is incomplete or missing or has been overlooked.

Record means any electronic record or other record in any form in which information is contained or stored, including information in any written, graphic, electronic, digital, photographic, audio or other medium, but does not include any software or other mechanism used to store or produce the record. See schedule ‘A’ for types of records that may be disclosed in keeping with this policy.

Routine Disclosure means the release of specific information on a regular basis, without the requirement of completion of a ‘Request for Access to Information’ form.

Third Party Information Requests means a request relating to a person, group or persons, or an organization other than the applicant or the Town. This information may directly impact, involve, or belong to the originating party, and cannot be released without the originating party’s permission.

4. POLICY:

4.1. Right to Information

4.1.1 On request pursuant to “Requests” of this Policy, provided the Applicant pays the applicable fees as out in the ‘Fees and Rates Bylaw’. Each applicant has a right to:

- i. Access a Record that is in the possession of the town’
- ii. View a Record in the possession of the Town’
- iii. Request copies of a Record that is the possession of the Town;
- iv. Request corrections to personal information maintained by the Town; and
- v. Receive a copy of a Record maintained by the Town in a format that is reasonably available, unless the Record is Exempt information pursuant to this policy.

4.1.2 Fees may be assessed for:

- i. Searching for, locating and retrieving records;
- ii. Computer processing and programming;
- iii. Producing a copy of a record;
- iv. Preparing and handing a record for disclosure;
- v. Shipping records to the applicant; and
- vi. Supervising examination of records by an applicant.

4.2 Requests

4.2.1 There are various types of requests regarding information and depending on the request; there are various forms that may be required.



- i. If the requested information may be obtained by Request to Access Information, any individual may request information by telephoning, writing or by visiting (in person), the office of the Town where the Record is kept, and sufficient detail must be provided in the description to identify the Record required.
- ii. If the requested information must be obtained by Formal Request, or if the Town must determine if the requested information may be obtained by Formal Request or Information Request or to enable to Town to provide an estimate of the fees which will be required to obtain the Records, an Applicant will be required to complete a "Request to Access Information" form.
- iii. Any applicant has the right to request information relating to a person, group organization other than the Applicant or the Town, by completing a "Request for Third Party Information" form.
- iv. Any applicant who believes there is an error or omission in their own personal information held by the municipality may request a change to the personal information by completing a "Request for Correction of Personal Information" form as prescribed.

4.2.2 All formal request to access Records held by the municipality, will be identified and tracked by the Town's Coordinator.

4.2.3 Any questions or concerns regarding the release or access to information held by the Town, or an agent acting on behalf of the Town, or completion of a request form, may be directed to the Town of Nanton's Access to Information and protection of Privacy Coordinator.

4.3 Response to Requests

4.3.1 The Coordinator shall determine if a request is informal or formal defined in the terms of this policy. If the Coordinator determines that the request for information is a formal request, the applicant will be required to complete a Request for Information from as prescribed.

4.3.2 Provided the record requested is not for exempt information, if an employee is able to access the Record, within 30 days the applicant will be:

- i. Provided with a written estimate of any fees that will be charged;
- ii. Allowed to view the record; and
- iii. If the record is reasonably capable of being copied, provided with a copy of the record requested, subject to payment of the applicable fees.

4.3.3 If the requested record cannot be reasonably be accessed within 30 days of the date of receipt of the request, the applicant must be told where, when and how a copy of the record will be provided.

4.3.4 Pursuant to section 16 of the Access to Information Act, the head of a public body may extend the time for responding to a request up to 30 days, or with the Privacy Commissioner's permission for a longer period.

4.3.5 If the application is refused or rejected, the Town shall provide the Applicant with:

- i. Written notification as to the reasons for the refusal or rejection and the provision on which the refusal is based.
- ii. An explanation of the appeal process.
- iii. The name, title, business address and the business telephone number of an officer or employee of the Town who can answer any questions the applicant may have about the refusal.

- iv. The Coordinator may refuse to confirm the existence of a record that contains information described in the Access to Information Act, or a record containing personal information about a third party, where confirming the existence of the record would constitute an unreasonable invasion of the third party's personal privacy.
- 4.3.6 The Town must respond in writing within 30 days of receiving a "Request for Correction of Personal Information" form stating:
- i. A correction has been made; or
 - ii. An annotation of lineage has been attached to the information linking the information with the correction that was requested and not made.
- 4.3.7 Applications may be refused or rejected on the basis that:
- i. The request did not meet the technical requirement set out in this policy;
 - ii. The completed form or request was illegible;
 - iii. The request was considered vexatious or frivolous; or
 - iv. For any other reason provided for in the Access to Information Act .
- 4.3.8 At any time, if information requested is scheduled for destruction, a copy of the written request, must be given to the Chief Administrative Officer, who on receipt of the written request must delay the destruction of that information until such time as:
- i. The request has been granted'
 - ii. The Time for appeal under this policy expired; or
 - iii. Any appeal or review permitted pursuant to this policy, the Access to Information Act or Protection of Privacy Act is refused or rejected.

4.4 Exempt Information

- 4.4.1 Exempt information is information which may:
- i. Be an unreasonable invasion of personal privacy;
 - ii. Cause financial harm;
 - iii. Threaten anyone else's safety of mental or physical health;
 - iv. Interfere with public safety; or
 - v. Harm law enforcement efforts.
- 4.4.2 Information which the coordinator may refuse or be required to refuse to disclose pursuant to the provisions of the *Access to Information Act* sections 19 through 34 of the act.
- 4.4.3 Advice or information provided, deliberations or directions made in private meetings or Council meetings, or private meetings of Council Committees, as well as draft reports, draft resolutions, draft bylaws, or other legal instruments, are exempt from disclosure unless they have been considered in a Council or Committee meeting open to the public, or unless the record has been in existence for fifteen years or more.
- 4.4.4 Information about assessments and taxes is exempt information, unless disclosure of such information is required or permitted under the Access to Information Act, Municipal Government Act or any other statute.

4.5 Appeals

- 4.5.1 if an Applicant is not satisfied with the response received from the Town's Coordinator regarding compliance, or any part of a Request to Access Information, an appeal can be sent to the office of the Information and Privacy Commissioner of Alberta.

Office of the Information and Privacy Commissioner (Calgary)

2460-801 6 Avenue SW
Calgary AB T2P 3W2
Phone: 403 297 2728
Toll Free: 1 888 878 4044

4.5.2 A staff member of the Commissioner's office will arrange to mediate with the two parties to come to an agreement. If this process fails to satisfy the Applicant, then a formal inquiry will be held with the Commissioner.

4.5.3 The Commissioner's ruling is binding on both parties.

4.6 Fees

4.6.1 Where the applicant is required to pay a fee for services, the fee payable is in accordance with the *Access to Information Act* Statutes of Alberta, 2024 Chapter A-1.4, as amended from time to time or any successor Regulation that sets fees for requests for information from the Province of Alberta.

RELATED DOCUMENTS: Bylaw 1401/26

AMENDMENTS / REVIEWS:

Date (yyyy/mm/dd)	Section # Amended	Comments

Next Review Date:	
-------------------	--

SCHEDULE 'A'

Types of Records that may be disclosed in keeping with this policy:

<i>Council</i>	Agendas, Minutes, Bylaws, Policies, Budget and Financial Information
<i>Administrative</i>	General Community information, Cemetery information, Grant Programs Organizational charts with position titles
<i>Financial</i>	Information reported to Council
<i>Business Licenses</i>	Not including applications which may contain personal information
<i>Town Facilities</i>	General information regarding the facility
<i>Emergency Planning</i>	Municipal Emergency Plan overview, mutual aid partners
<i>Fire Department</i>	Membership (excluding personal information), prevention and public safety information
<i>Transportation</i>	Traffic assessments & studies
<i>Assessment Information</i>	Information pertaining to the property & improvements
<i>Water and Sewer</i>	Routine analysis and environmental infrastructure approvals
<i>Development</i>	Statistical reports, Permit application information (conditional exceptions may apply)
<i>Building</i>	Permits (conditional exceptions may apply)
<i>Property Information</i>	Lot grading plans, lot sizes, Environmental assessments on Town properties
<i>Agreements and Contracts</i>	Excluding information to which the disclosure could reasonably be expected to result in a third party's financial loss
<i>Parks and Recreation</i>	Programs, event schedules, fee schedules



MINUTES

Monday, January 26, 2026, at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2122 – 18 Street

COUNCIL COMMITTEE OF THE WHOLE MEETING

COUNCIL PRESENT: Mayor Jennifer Handley and Councillors Victor Czop, Jennie McMasters, Dave Mitchell, Erin Shields and Shauna Strong

ABSENT: Councillor Roger Miller

OTHERS PRESENT:

Neil Smith	Chief Administrative Officer
Clayton Gillespie	Corporate Services Manager
Sara-Lynn Lyons	Legislative Services & Communications
Bill Woytiuk	Manager of Operations
Georgina Sharpe	Planning & Development Officer
Merinda J. Conley	Community Design Strategies Inc.
Robert Earley	Community Design Strategies Inc.
Kattie Schlamp	Oldman River Regional Services Commission
Sim Kaur	Oldman River Regional Services Commission

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

The Committee of the Whole Meeting was called to order by Mayor Handley at 6:02 p.m.

RESOLUTION # 1 - 26/01/26 – CW - McMasters

The Committee of the Whole of Council agenda for January 26, 2026, was accepted as presented.
CARRIED

2. DELEGATIONS:

2.1 Heritage Building Inventory Project – Community Design Strategies Inc. – E

Council thanked Community Design Strategies Inc. for their informative presentation
Merinda Conley and Robert Earley Left at 6:46 p.m.

2.2 “Planning 101” Orientation – Oldman River Regional Services Commission - E

RESOLUTION # 2 - 26/01/26 – CW – Mitchelle

Moved to take a 5-minute recess at 7:40 p.m.

Neil Smith left the meeting at 8:07 p.m. and returned at 8:09 p.m.

2.3 Northwest Area Structure Plan – Oldman River Regional Services Commission – E

Council thanked Ms. Schlamp for her insightful presentation, as well as her time and expertise.
Kattie Schlamp and Sim Kaur left the meeting at 8:52 p.m.

3. PRESENTATIONS BY DEPARTMENTS:

Planning and Development

3.1 Information Brief Westview Development – E

RESOLUTION # 3 - 26/01/26 – CW - Czop

Moved that all written reports, as recorded on the agenda for, January 26, 2026 be received for information and filing. CARRIED

4. MAYOR AND COUNCILLOR INQUIRIES:

5. NEXT COMMITTEE OF THE WHOLE MEETING:

5.1 February 23, 2026

6. ADJOURNMENT:

RESOLUTION # 4 - 26/01/26 – CW - Strong

IT WAS MOVED to adjourn the Committee of the Whole of Council Meeting at 8:56 p.m.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

NS:sl

These minutes accepted and signed this 2nd day of February, 2026.



3. ADJOURNMENT:

RESOLUTION # 34 – 26/02/02 - Strong

IT WAS MOVED to adjourn the Special Meeting of Council at 5:34 p.m.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

NS:sl

These minutes accepted and signed this 9th day of February 2026.

DRAFT





REQUEST FOR DECISION

Meeting: February 2, 2026
Agenda Item: 4.2.1

Revised Traffic Bylaw proposals (Bylaw 1422/26)

Administrative Recommendation:

That Council gives Second and Third Reading to Town of Nanton Bylaw #1422/26, being a bylaw for the purpose of regulating the use of highways under the direction, control, and management of the Municipality, and the parking of vehicles on such highways and on privately owned property located within the Municipality.

Purpose:

Due to discussions around regulations pertaining to school zones in 2025, Administration was made aware of the need to update related content in the Traffic Bylaw. Given that a substantive review of the Traffic Bylaw had not taken place for some years prior to 2019, a consultation period for the proposed bylaw ran online from **November 4th 2025 until January 5th 2026**.

Background:

An updated summary review document is appended to this report.

The existing Traffic Bylaw was adopted in 2019, but the 'repeal and replace' at that time purely dealt with reducing the speed limit on non-provincial Highways to 40km/h and some regulatory guidance on business use of parking spots and sidewalks. Administration attaches a summary document and draft bylaw for Council's review and for the wider public, following a similar method currently being employed by the MD of Pincher Creek with its own proposed bylaw.

Based on internal staff review and examination of multiple neighbouring traffic regulations, a number of incremental revisions are recommended for consideration. These areas are highlighted in the summary document appended and can be discussed if desired. There are two discussed revisions from the November 2025 draft.

Public Participation

A webpage was created with the following content and links, circulated on Social Media:

We value your feedback.

The Town is seeking community feedback on the proposed revised Traffic Bylaw, that would revise and replace the current 2019 bylaw which is in need of several updates. We want to hear from the community on the critical regulations of bylaws that ensure the safety, health, and well-being of residents and businesses. While municipalities generally have very similar regulations in this area, it is not standardized outside of areas where the provincial *Traffic Safety Act* applies; there is latitude for different focuses around compliance and enforcement based on community

needs. The *Municipal Government Act* does not mandate a public hearing for this type of bylaw; however, this process allows the Council to collect feedback from the public.

Please consider reading entire document as some sections may be more relevant to you than others. However, we have provided a summary of the draft bylaw.

PURPOSE:

REGULATING THE USE OF HIGHWAYS UNDER THE DIRECTION, CONTROL AND MANAGEMENT OF THE MUNICIPALITY AND THE PARKING OF VEHICLES ON SUCH HIGHWAYS AND ON PRIVATELY OWNED PROPERTY LOCATED WITHIN THE MUNICIPALITY.

Please review the following sections and submit your comments by January 5th 2026. These will be compiled and sent back to the Council for further discussion. All suggestions can be sent to communications@nanton.ca or submitted via the website form <https://www.nanton.ca/government/reports/feedback-sought-proposed-new-traffic-bylaw>

For the time being, the consultation page is being left open in anticipation of a further public comment period following first reading. It is anticipated that some stakeholders may only decide to engage once the bylaw has been formally introduced.

SOCIAL MEDIA ENGAGEMENT

The social media post on Facebook was initiated November 4th 2025 and reposted several times over the period until January 5th:

Views (number of times it appeared in a feed):	9,761
Interactions (likes/ dislikes; comments):	30
Clicks (visits to the information page on website):	321
Comments: <i>observed written comments on social media tended to gravitate toward enforcement issues/ expectations rather than the regulations themselves. This was not unexpected.</i>	

DECISION OPTIONS:

#1 – FIRST READING

#2 – DELAY First Reading to allow further changes to be made to the bylaw for further consideration at a later date. Please specify what changes or additional information are being requested.

Neil Smith
Chief Administrative Officer

CAO Comments: *The proposed changes and updates are important for both community safety and the capacity of the Community Peace Officer in particular to enforce the bylaw in particular situations – not every situation that is a technical violation.*

_____ Date Signed: _____



Town of Nanton

BYLAW NUMBER: 1422/26

A BYLAW OF THE MUNICIPALITY OF THE TOWN OF NANTON IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF REGULATING THE USE OF HIGHWAYS UNDER THE DIRECTION, CONTROL AND MANAGEMENT OF THE MUNICIPALITY AND THE PARKING OF VEHICLES ON SUCH HIGHWAYS AND ON PRIVATELY OWNED PROPERTY LOCATED WITHIN THE MUNICIPALITY.

WHEREAS pursuant to Section 7 of the *Municipal Government Act*, the council of a municipality may pass bylaws for municipal purposes respecting transport and transportation systems and Section 18(1) states that the municipality has the direction, control and management of all roads within the municipality;

WHEREAS pursuant to Section 13 of the *Traffic Safety Act*, the council of a municipality may, with respect to a Highway under its direction, control and management, pass bylaws not inconsistent with the *Traffic Safety Act* respecting matters enumerated therein;

AND WHEREAS pursuant to Section 14 of the *Traffic Safety Act*, the council of a municipality may pass bylaws governing the parking vehicles on privately owned property;

AND WHEREAS pursuant to Section 108 of the *Traffic Safety Act*, the council of a municipality may pass bylaws prescribing speed limits that are different from the speed limits established in that Act;

AND WHEREAS pursuant to Section 48 of the *Highways Development and Protection Act*, the council of a municipality may pass bylaws regulating the placing of roadside improvements on privately owned property;

NOW THEREFORE, the Council of the Town of Nanton, in the Province of Alberta, duly assembled, enacts as follows:

1. **SHORT TITLE**

1.1 This Bylaw may be cited as the "Nanton Traffic Bylaw"

2. **INTERPRETATION AND APPLICATION**

Definitions

2.1 The use of nouns and pronouns within this Bylaw are gender neutral and, accordingly, any reference to one gender includes the other. Also, words in the singular include the plural and conversely, words in the plural include the singular.

2.2 In this Bylaw, words shall have the same meanings as in the *Traffic Safety Act* and Regulations thereunder except as otherwise defined below.

2.3 In this Bylaw:

- (a) **Boulevard** means that part of a Highway that is not a roadway and includes a ditch that forms part of a Highway.
- (b) **Bus** means a motor vehicle that is designed for carrying 11 or more persons, including the person driving the vehicle, and used or intended to be used for the transportation of persons.
- (c) **Chief Administrative Officer** is the Person appointed by Council in accordance with Section 205 of the *Municipal Government Act* and is referred to throughout this bylaw as "CAO", or a Person designated to act on the CAO's behalf.
- (d) **Commercial Vehicle** means a vehicle operated on a Highway by or on behalf of a person for the purpose of providing transportation but does not include a private passenger vehicle.
- (e) **Council** means the municipal Council of the Town of Nanton.
- (f) **Curb** means the concrete or asphalt edge of a Highway or the division point between the Highway and a Boulevard or sidewalk.
- (g) **Downtown Core** means any road, Highway, thoroughfare or sidewalk designated in the Town of Nanton as 20th Street between 20th Avenue and 22 Avenue and 19th Street between 20th Avenue and 22 Avenue.
- (h) **Electric Vehicle** means a Motor Vehicle that uses electricity for propulsion and can use an external source of electricity to charge the batteries.
- (i) **Heavy Vehicle** means a Vehicle, alone or together with any Trailer, semi-Trailer or other Vehicle being towed by the Vehicle with a registration gross weight of Five Thousand Five Hundred (5,500) kilograms or more exceeding Twelve and a Half (12.5) metres in total length, excluding Recreational Vehicles and any public service or public passenger vehicle.
- (j) **Highway** means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway, or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, and includes;
 - (i) a sidewalk, including the boulevard portion of the sidewalk,
 - (ii) if a ditch lies adjacent to and parallel with the road way, the ditch, and
 - (iii) if a Highway right of way is contained between fences or between a fence and one side of the Highway, all the land between the fence and the edge of the Highway, as the case may be;but does not include a place declared by regulation not to be a Highway.
- (k) **Mobility Aid** means a device used to facilitate the transport, in a normal seated orientation, of a person with a physical disability.
- (l) **Motor Vehicle** means:

- (i) A vehicle propelled by anything other than muscular power; or
 - (ii) A moped, e-scooter or e-bike;
 - (iii) But does not include a bicycle, an aircraft, a tractor whether equipped with rubber tires or not, an implement of husbandry or a motor vehicle that runs only on rails.
- (m) **Municipal Tag** means a tag or similar document issued by the Town pursuant to the *Municipal Government Act* that alleges a bylaw offence and provides a Person with the opportunity to pay an amount to the Town in lieu of prosecution for the offence.
- (n) **Non-motorized** vehicle means a device in, on, or by which a person or thing may be transported or drawn and which is propelled by human muscular power and includes, but is not limited to, bicycles, roller skates, inline skates, skateboards, non-electric scooter, skis, roller skis, toy vehicles and a child's tricycle.
- (o) **Off-Highway Vehicle** means any motorized mode of transportation built for cross-country travel across land, water, snow, ice or marsh or swamp land or any other natural terrain and, without limiting the generality of the foregoing, includes, when specifically designed for such travel:
- (i) 4 wheel drive vehicles;
 - (ii) Low pressure tire vehicles;
 - (iii) Motorcycle and related 2-wheel vehicles;
 - (iv) Amphibious machine;
 - (v) All-terrain vehicles;
 - (vi) Miniature motor vehicles;
 - (vii) Snow vehicles;
 - (viii) Mini-bikes, and
 - (ix) Any other means of transportation that is propelled by any power other than muscular power or wind, but does not include
 - (x) Motor boats, or
 - (xi) Any other vehicle exempted from being an Off-Highway vehicle by regulation.
- (p) **Parade** means a group of Vehicles, animals, pedestrians or combination thereof on a Highway which is likely to block, obstruct, impede, hinder or otherwise interfere with pedestrian or vehicular traffic, excluding a funeral procession or military parade.
- (q) **Park, Parking, OR Parked** means to allow a Vehicle (whether occupied or not) to remain standing in one place except:

- (i) when standing temporarily for the purpose of and while actually engaged in loading or unloading passengers; or
 - (ii) when standing in obedience to a Peace Officer or Traffic Control Device.
- (r) **Pathway** means a multi-purpose thoroughfare regulated by the Town under the *Town of Nanton Parks Bylaw*, as amended, and is set aside for use by Pedestrians, cyclists, and persons using Mobility Aids or Non-Motorized Vehicles, but does not include Sidewalk.
- (s) **Person** means any individual, firm, partnership, association, corporation, trustee, executor, administrator or other legal representative;
- (t) **Recreational Vehicle** means any type of live-in Recreational vehicle that is designed for travel and without limiting the generality of the foregoing includes the following:
- (i) Travel trailers;
 - (ii) Truck campers;
 - (iii) Fifth wheel trailers;
 - (iv) Motorhomes and conversions;
 - (v) Pop-up camping trailers.
- (u) **Roadway** means that part of a Highway intended for use by vehicular traffic.
- (v) **Sidewalk** means that part of a Highway especially adapted to the use of or ordinarily used by Pedestrians and includes that part of the Highway between the Curb line (or edge of the Roadway, where there is no Curb Line) and the adjacent property line, whether or not paved or improved.
- (w) **Special Highway Event** means an event or competition, taking place in whole or in part on a Highway involving walking, running, or the use of bicycles, motorcycles, cars or other Vehicles.
- (x) **Traffic Control Device** means any temporary or permanent sign, signal, marking or device placed, marked or erected under the authority of this Bylaw for the purpose of regulating, warning or guiding traffic or governing Parking.
- (y) **Trailer** means a vehicle so designed that it
- (i) may be attached to or drawn by a motor vehicle or tractor, and
 - (ii) is intended to transport property or persons,
- and includes any vehicle defined by regulation as a Trailer but does not include machinery or equipment solely used in the construction or maintenance of Highways.
- (z) **Town** means the municipal corporation of the Town of Nanton, in the Province of Alberta, and includes the geographical area within the boundaries of the Town of Nanton where the context so requires.

(aa) **Vehicle** means a device in, upon or by which a person or thing may be transported or drawn upon a Highway.

(bb) **Violation Ticket** means a ticket issued pursuant to either Part 2 or Part 3 of the *Provincial Offences Procedure Act*.

3. TRAFFIC CONTROL

3.1 The CAO is hereby delegated the power to prescribe the location and placement of any Traffic Control Device in the Town and to keep or cause to be kept a record of such locations and placement;

3.2 The CAO is hereby delegated the power to designate school zones and playground zones and cause such zones to be marked by the appropriate Traffic Control Devices;

3.3 Traffic Control Devices located in the Town pursuant to this section shall be deemed to have been placed in accordance with this Bylaw.

3.4 No Person shall post or exhibit or cause to be posted or exhibited, any notice, placard, bill or printed matter or other type of notice whatsoever upon any Traffic Control Device, unless approved in writing by the CAO.

3.5 No Person shall operate or Park a Vehicle in contravention of a Traffic Control Device.

3.6 Notwithstanding any other provision in this Bylaw, the CAO may cause moveable signs to be placed on or near a Highway within the Town prohibiting Parking of any Vehicle for the purpose of snow removal, street cleaning, flushing, or road repair. Such signs must be posted a minimum of 24 hours prior to the commencement of such work and shall at a minimum have wording indicating "No Parking".

3.7 No Person shall climb upon, interfere with, damage, deface, remove, alter or destroy a Traffic Control Device.

4. MAXIMUM SPEEDS, PLAYGROUND AND SCHOOL ZONES

4.1 Unless otherwise posted, the maximum speed limit is 40 kilometres per hour on any Highway within the Town.

4.2 No Person shall drive a Motor Vehicle in or along an alley in the Town at a speed greater than 15 kilometres per hour.

4.3 No person shall drive a Motor Vehicle in a playground zone at a speed greater than 30 kilometres per hour.

4.4 No person shall drive a Motor Vehicle in a school zone at a speed greater than 30 kilometres per hour between the hours of 7:30 AM and 4:00 PM.

5. PEDESTRIANS

5.1 Except as provided in Section 5.2, no Person shall stand on a Highway for the purpose of soliciting a ride from the operator of any Vehicle.

5.2 No Person shall board or exit from any Vehicle that is in motion.

- 5.3 A Person may stand on the sidewalk or Boulevard for the purpose of soliciting a ride from the operator of a bus or taxicab.
- 5.4 No Person shall stop or Park a Vehicle other than a taxicab or bus on any Highway for the purpose of offering a ride to any pedestrian who, at the time in question, is standing on the Highway or the adjacent sidewalk or Boulevard for the purpose of soliciting a ride from the operators of Vehicles operating on the said Highway.
- 5.5 No Person shall stand or be in any other position on a Highway so as to obstruct the entrance to a building.
- 5.6 No Person shall stand or be in any other position on a Highway so as to obstruct pedestrians or Vehicles using the Highway.
- 5.7 Where a Peace Officer has reasonable grounds to determine that a Person is in contravention of Section 5.5 or Section 5.6, the Peace Officer may direct that Person to disperse immediately and any Person receiving such a direction from a Peace Officer that fails to immediately comply with that direction shall be guilty of an offence.
- 5.8 Sections 5.5 and 5.6 do not apply to Persons participating in or assembled to watch a Parade or Special Highway Event for which a permit has been issued pursuant to this Bylaw.

6. **PARKING OR STANDING ON HIGHWAYS**

- 6.1 The CAO may:
 - (a) Authorize additional parking spaces on any highway or other Town-owned property as deemed necessary; and
 - (b) Cause the spaces authorized for Parking to be marked for this purpose.
- 6.2 Unless otherwise permitted under this Bylaw, no operator or owner shall stop, park, or allow a vehicle to remain parked on any highway or public place for longer than the time permitted by the applicable traffic control device, the *Traffic Safety Act*, or the Alberta Use of Highways and Rules of the Road Regulations.
- 6.3 If after the issuance of a Municipal Tag concerning a Vehicle for the first violation of Section 6.2 hereof, a vehicle remains Parked in excess of the time permitted on the sign for a further period, then a second offence shall be deemed to have occurred and a further Municipal Tag may be issued for such second offence.
- 6.4 Except where permitted, no operator or owner shall Park or stand or permit to be Parked or leave standing a Vehicle on a Highway within the Town.
- 6.5 Except in the case of a breakdown or other emergency that prevents the vehicle from being moved, no owner or operator shall stand or park a vehicle on a highway for the purpose of servicing or repairing it, or leave a vehicle that is not equipped in accordance with the *Traffic Safety Act* or is not in operable condition on a highway for more than seventy-two (72) hours. If a vehicle remains parked in contravention of this section, the Town may remove, tow, or impound the vehicle at the owner's expense, in addition to any penalties imposed under this Bylaw.
- 6.6 No owner or operator of any Vehicle which:



- (a) is not equipped in accordance with the *Traffic Safety Act*; or,
- (b) is not in operable condition,

shall cause or permit such Vehicle to be Parked or left on any Highway within the Town for a period exceeding seventy-two (72) hours.

- 6.7 Section 6.6 does not apply to a Vehicle, which has been left Parked because of a breakdown or other emergency if the Person in charge or control of the Vehicle can establish that they have taken immediate action to arrange for the removal of the Vehicle forthwith.
- 6.8 No person in charge or control of a car dealership, garage, service station, radio shop, or any other premises where vehicles are sold, serviced, or repaired for compensation shall leave, or allow to be left, any vehicle on a highway adjacent to their place of business that is in their possession for repairs, installation, or any other purpose for a period exceeding forty-eight (48) hours.
- 6.9 No school bus, farm or commercial vehicle shall be parked on any residential Roadways in the Town except when conducting normal business.
- 6.10 No person shall park any trailer or recreational vehicle on a highway within the Town for more than seventy-two (72) consecutive hours. After this period, the owner or operator must remove the trailer or recreational vehicle from the highway for at least forty-eight (48) consecutive hours before it may be parked on a highway again.
- 6.11 Notwithstanding Section 6.10, the owner or operator of a trailer or recreational vehicle who wishes to park on a highway within the Town for more than seventy-two (72) consecutive hours between April 1 and October 31 may apply to the CAO for a conditional permit. A permit may be issued for a period not exceeding thirty (30) days.
- 6.12 Where a Trailer or Recreational Vehicle is attached to a Vehicle by which it may be propelled, the Trailer or Recreational Vehicle shall be deemed a part of the Vehicle and subject to the regulations pertaining to Vehicles throughout this Bylaw.
- 6.13 No Person shall park or stand any Recreational Vehicle on a Highway within the Town for the purposes of occupying it as a dwelling unit.
- 6.14 No Person shall live in a Vehicle located on a Highway.
- 6.15 No owner or operator of a Recreational Vehicle shall:
 - (a) park or stand any Recreational Vehicle on a Highway within Town in such a manner as to constitute a hazard to other persons using the Roadway, Boulevard or Sidewalk.
 - (b) park any Recreational Vehicle on any Highway within the Town between November 1st of any given year and March 31st of the year immediately following.
- 6.16 No Person shall Park any Trailer or Recreational Vehicle on any Town property except campgrounds and any other area within the Town as designated by Council.
- 6.17 No person shall operate or park a vehicle:



- (a) on any land owned by the Town that is used or permitted to be used as a playground, boulevard, parking lot, recreation area, or public park, except in areas designated for vehicle parking by the CAO through appropriate signage;
 - (b) on any land owned by the Town that is used as a designated Electric Vehicle charging station area unless that vehicle is an Electric Vehicle;
 - (c) on any land owned by the Town that is used as a parking lot contrary to the posted signage.
- 6.18 Parking on Highways within the Town shall be parallel to the Curb except where a sign indicates that angle Parking is permitted or required.
- 6.19 Unless permitted or required by a Traffic Control Device, no Person shall stop or Park a Vehicle:
- (a) in such a manner so as to obstruct the visibility of any Traffic Control Device;
 - (b) in such a manner so as to obstruct the normal flow of traffic;
 - (c) adjacent to a Curb painted yellow;
 - (d) adjacent to a Curb painted white, except for the purpose of actively loading and unloading passengers or materials;
 - (e) so that it is Parked on either side of a Vehicle already stopped or parked at the edge or Curb of a Highway (double-Parked);
 - (f) in any alley except for the purpose of actively loading and unloading passengers or materials while hazard lights are flashing;
 - (i) notwithstanding subsection 6.16(f), the loading or unloading of goods from a commercial Vehicle shall not exceed 30 minutes; and
 - (ii) the loading and unloading of goods or passengers from a Vehicle other than a commercial Vehicle shall not exceed 5 minutes.
 - (g) to the left of the centre line of a Highway facing oncoming traffic;
 - (h) on a Boulevard except on a paved or gravel Boulevard adjacent to a Highway with no Curb;
 - (i) within 6 metres of a flashing beacon, stop sign, or Traffic Control Device located at the side of a roadway;
 - (j) within 15 metres of the approach to a marked crosswalk and 10 metres beyond a marked crosswalk;
 - (k) within 1.5 metres of an alley or access to a garage, private road or driveway or a Vehicle crossway over a sidewalk;
 - (l) in such a manner that the Vehicle is in front of or within one metre of the side of any refuse container or storage area located adjacent to any alley;
 - (m) in any marked fire lane;

- (n) on a Highway in a manner that blocks or obstructs the approach to any fire station, police station, hospital or other place where emergency Vehicle require regular access;
- (o) in an alley such that any part of the Vehicle is within three metres of an electrical transformer;
- (p) in such a manner that may obstruct the safe movement of traffic and pedestrians using the roadway; and
- (q) at any other place where a Traffic Control Device prohibits stopping or Parking, during such times as stopping or Parking is so prohibited.
- (r) over six (6) metres in length in any angle parking space, other than in an area designated by a sign for such.

7. UNAUTHORIZED PARKING

- 7.1 No owner or operator of a Vehicle shall Park or permit the Parking of the Vehicle on any private property without the prior permission of the owner or tenant, occupant or Person in control of the private property.
- 7.2 Notwithstanding the provisions of Section 7.1, if a private property is used for a licensed business, owned by senior government, or owned by the Town of Nanton, and it has clearly marked parking spaces for customers or people doing business there, then the owner or operator of a Vehicle shall only park there if:
 - a) The spaces are marked as private or government property, or
 - b) The spaces are marked for the use of customers, patrons, or people doing business with the property owner or operator; or
 - c) The owner or operator of the Vehicle is presently using a service or facility on the property.
- 7.3 Any long-term, duration-based or seasonal restrictions related to the Parking of Vehicles in the Downtown Core, illustrated in Schedule 'C' attached hereto, shall be established by Council policy prior to the CAO implementing restrictions pursuant to their authority in section 23.
- 7.4 No person shall park a vehicle on a highway for the purpose of displaying it for sale or for displaying advertising that directs persons to any private property, business, or commercial establishment, unless a permit has been obtained from the Town.

8. EXEMPTIONS FROM PARKING PROVISIONS

- 8.1 Notwithstanding anything elsewhere contained in this Bylaw, the provisions relating to stopping or Parking of Vehicles do not apply to:
 - (a) emergency Vehicles;
 - (b) service Vehicles used in conjunction with the servicing of public utilities including telephone systems, electric systems, natural gas systems and cablevision systems;

- (c) municipal and other government public works Vehicles;
- (d) funeral cars; and
- (e) towing services Vehicles,

while any such Vehicle being used for work related reasons requiring that it be stopped or Parked at that location.

8.2 Where the owner or operator of a Vehicle stops, stands or Parks pursuant to Section 8.1 contrary to other provisions of this Bylaw, the owner or operator shall take due precaution to indicate the presence of such Vehicle on any Highway while so Parked or stopped, including the use of warning lights, cones, or other approved safety devices

9. **DISABLED PARKING ZONES:**

9.1 The CAO is hereby authorized to establish such Parking zones as deemed necessary by the CAO for the exclusive use of disabled Persons who operate or travel by Vehicles.

9.2 The owner, tenant, occupant, or person in control of private property may designate parking spaces for the exclusive use of persons with disabilities who operate or travel by vehicle. These spaces must be marked with signage that meets or closely resembles the form approved by the CAO.

9.3 No person shall park or stop a motor vehicle in a disabled parking stall or zone unless the vehicle is visibly displaying a valid disabled parking placard or license plate and the driver or passenger is the person to whom the placard or license plate was issued, or is being picked up or dropped off.

9.4 The CAO may designate a specific area of a Highway as a residential disabled Parking zone upon written request from an adjacent property owner, provided that:

- (a) the adjacent residence is home to a disabled Person and off-street Parking is not available; or
- (b) the condition of the disability hampers access to off-street Parking.

9.5 Where a residential disabled Parking zone is designated by the CAO, any Vehicle displaying a valid disabled placard or license plate issued or recognized by the Registrar of Motor Vehicles may Park within the zone.

9.6 The designation of a residential disabled Parking zone shall be valid for one-year and any extensions shall be requested by the property owner in writing.

9.7 A designated residential disabled Parking zone shall cease to be in effect upon any change of ownership of the adjacent property.

10. **LOADING ZONES**

10.1 No operator or owner shall Park or stop or permit the Parking or stopping of a Vehicle in a commercial loading zone unless:

- (a) The Vehicle bears a license plate identifying it as a commercial Vehicle, or

- (b) The commercial Vehicle is actively engaged in the loading or unloading of merchandise or other materials for a period of time not exceeding (20) minutes.
- 10.2 No owner or operator of a Vehicle shall leave a Vehicle in a passenger loading zone unless actively engaged in the loading or unloading a passenger for a period of time not exceeding (10) minutes.

11. **TEMPORARY CLOSURES**

- 11.1 The CAO is hereby authorized to temporarily close the whole or part of a Highway at any time that a construction or maintenance project on or adjacent to the Highway may create a hazard.
- 11.2 No Person shall make use of any Highway in a manner contrary to any, restriction, prohibition or designation imposed by the CAO pursuant to Section 11.1.

12. **PARADES / SPECIAL HIGHWAY EVENTS**

- 12.1 No Person shall participate in any Parade or Special Highway Event on a Highway unless written permission for the event has been obtained from the CAO and Alberta Transportation in the case of a Parade or Special Highway Event on a numbered Highway.
- 12.2 No Person shall contravene any conditions of a permit issued by the CAO or the provisions of this Bylaw governing Parades.
- 12.3 During an authorized Parade or Special Highway Event, all spectators shall remain on the sidewalk or edge of the roadway if there is no sidewalk.
- 12.4 An application for a permit for a Parade or Special Highway Event may be made in writing to the Town and shall include the information required pursuant to the Town's Special Event Policy.
- 12.5 Where the organizers or leaders of a Parade or Special Highway Event or any Person, animal, Vehicle or equipment participating in the Parade or Special Highway Event, contravenes any conditions of a permit granted by the CAO or the provisions of this Bylaw governing Parades or Special Highway Events, the permit holder, the Person responsible for the contravention, or any or all of them are guilty of an offence.
- 12.6 When written permission has been obtained for a Parade or Special Highway Event:
- (a) The CAO may close all or portions of a Highway along the route for the anticipated time of the Parade or Special Highway Event and for such additional time as necessary to again clear the Highway for normal traffic,
 - (b) The CAO may temporarily suspend Parking and loading privileges on all or a portion of a Highway on the proposed route by posting no Parking signs; and
 - (c) In the event Vehicle(s) are Parked on the designated route, the CAO or his designate, (at the owner's expense) may remove said Vehicle and have it impounded or relocated at the discretion of the CAO or designate.

13. FUNERAL PROCESSIONS

- 13.1 Any Person operating a Vehicle participating in a funeral procession, other than the lead Vehicle in the funeral procession, may, during daytime hours, drive the Vehicle into an intersection without stopping the Vehicle if:
- (a) the Vehicle's headlamps and warning lamps are alight,
 - (b) the Vehicle is travelling immediately behind the Vehicle in front of it in the funeral procession so as to form a continuous line of traffic,
 - (c) the lead Vehicle in the funeral procession is showing a purple flashing light, and
 - (d) the passage through the intersection can be made in safety.

14. CYCLISTS:

- 14.1 Unless the context otherwise requires, a Person operating a bicycle on a Highway has all the same rights and is subject to all the rules that any Vehicle operator has under this bylaw, and the provisions of any other relevant provincial or federal act or regulation.
- 14.2 The CAO may designate those portions of Sidewalks or Boulevards where persons may ride bicycles.
- 14.3 Where this bylaw permits a Person to ride a bicycle or use in-line skates, scooters, skateboards on any sidewalk, where pedestrians are also allowed, the Person shall ride the bicycle, skateboard, scooter, or use in line skates only in such a way that it will not interfere with a pedestrian lawfully on or using such sidewalk.
- 14.4 A Peace Officer may seize and impound for a period not exceeding 60 days any bicycle, scooter, skateboard used or operated in contravention of this bylaw.
- 14.5 Where a bicycle, scooter, and or skateboard, has been seized and impounded by a Peace Officer as provided for in Section 14.4, the owner or operator of such bicycle, scooter, skateboard shall, aside from any fine or penalty to which he may be subject, be liable for all reasonable costs incidental to the seizure and impounding of the bicycle, scooter or skateboard.
- 14.6 Notwithstanding anything to the contrary contained in this or any Bylaw, a Peace Officer may operate a bicycle while on duty on any mall, sidewalk, footpath, walkway, Boulevard or other public place where the use of bicycles by the general public is prohibited or restricted.

15. USE OF SIDEWALKS AND PATHWAYS

- 15.1 A person operating a bicycle on a Sidewalk or Pathway shall:
- (a) Yield the right of way to Pedestrians;



- (b) Use a bell or other audible signal before overtaking and passing a Pedestrian; and
 - (c) Not operate a Bicycle in a reckless manner.
 - (d) Not exceed a speed of 20 km per hour.
- 15.2 A Person may draw, push or propel the following, on or along the Sidewalk, in such a way as to not interfere with others using the Sidewalk:
- (a) A wheeled shopping cart or similar grocery carrier;
 - (b) A baby carriage or other wheeled device for carrying a child or other Person;
 - (c) A Mobility Aid; or
 - (d) A Non-motorized vehicle operated by a Person eleven (11) years of age and under, or a Bicycle operated by a Person over twelve (12) years of age who is accompanying a Person eleven (11) years or under who is operating a Non-motorized Vehicle.
- 15.3 Notwithstanding Section 15.2, a moped, e-scooter or e-bike may be operated on a Pathway, with the power assist function engaged, subject to Section 15.1 and the *Town of Nanton Parks Bylaw*, as amended.
- 15.4 Subject to Section 14.3, no Person shall use in-line skates or a skateboard or scooter on sidewalks in the Downtown Core, illustrated in Schedule 'C' attached hereto.

16. OFF-HIGHWAY VEHICLES

- 16.1 No person shall operate any Off-Highway vehicle on a Highway, public place or within the areas designated as parks or urban reserve within the Town; unless excepted under the *Town of Nanton Parks Bylaw*, as amended.
- 16.2 Section 16.1 shall not apply to:
- (a) A person engaged in the act of loading or unloading an Off-Highway vehicle from or onto a Trailer or Vehicle;
 - (b) Any Peace Officer in the performance of their duties;
 - (c) Any Vehicles owned or leased by or in service of the Town and employed on the business of the Town;
 - (d) A person driving an Off-Highway Vehicle across a Highway in accordance with section 120(3) of the *Traffic Safety Act*, as amended.
 - (e) Any commercial entity that is utilizing the Vehicle solely for the purpose of snow clearing on a commercial property or the Sidewalks adjacent to that property.
- 16.3 No person shall operate or allow anyone to operate an Off-Highway Vehicle on private property unless permission or authorization of the owner or person having possession or control of the property has been given for such operation of an Off-Highway Vehicle.

17. HEAVY VEHICLE/TRUCK ROUTES AND PARKING

- 17.1 No Person shall park Heavy Vehicles within the municipal boundaries of the Town in areas designated in the *Town of Nanton Land Use Bylaw*, as amended, as residential or Community Services District (S-COM).
- 17.2 Notwithstanding Section 17.1, Heavy Vehicles that are actively delivering or collecting goods may be parked in areas designated in the Land Use Bylaw as residential or Community Services District (S-COM).
- 17.3 No Person shall drive a Heavy Vehicle on any Highway in the Town, except on the truck routes designated in Schedule "B".
- 17.4 The CAO may, under circumstances which he considers warrants a permit, issue a permit authorizing the movement or parking of a Heavy Vehicle on certain Highways other than truck routes.
- 17.5 A Person driving a Heavy Vehicle on a route authorized by a permit issued pursuant to Section 17.4 shall produce the same when required to do so by a Peace Officer.
- 17.6 Notwithstanding Section 17.1, the following Heavy Vehicles are authorized to operate on non-truck routes when the Heavy Vehicle is being operated on the most direct and practicable route between premises or location concerned and the nearest truck route:
- a) utility Vehicles being operated for the purpose of installing, servicing or repairing public utilities,
 - b) commercial Vehicles delivering or collecting goods, provided that the most direct route, from a truck route, is used and such deliveries or collections are made between the hours of 7:00 a.m. and 10:00 p.m. on any one day.
 - c) Industrial or agricultural haulage vehicles being operated on 26th Avenue for the purpose of delivering to and from non-residential properties either on that street or only accessible via that street.

18 VEHICLES WITH LOADS

- 18.1 No person shall operate a Vehicle:
- (a) on a Highway in the Town with any loose material on the exterior of the Vehicle.
 - (b) containing any load on a Highway in the Town unless the load has been secured to prevent any part of it from falling onto the Highway.

19 SNOW, ICE AND DEBRIS

- 19.1 A Person, Company or Corporation shall:
- a) remove snow, ice, debris and other materials from any sidewalk adjacent to property they own or occupy within 24 hours after the snow, ice, debris and other materials has been deposited.

- b) be responsible for Windrows in front of driveways left behind by snow clearing and plowing equipment.
 - c) remove any accumulating weeds from any sidewalk or sidewalk gutter adjacent to property they own or occupy.
- 19.2 In a case of a sidewalk adjacent to an alley, the owner of the land adjacent to this alley shall remove or cause to be removed and cleared away all snow, ice, debris, weeds and other materials from the end of the sidewalk adjacent to their land up to the centre line of the adjacent alley.
- 19.3 If a Person fails to comply with Section 19.1 or 19.2, the Town may arrange to have the sidewalk cleared and the expenses and costs incurred by the Town for removing the snow, ice, debris and other materials shall be paid upon demand and, if unpaid, may be added to the tax roll of the adjacent property.
- 19.4 A Person shall not deposit snow, ice, debris or other materials upon any Highway, Town property or any property that is not their own.
- 19.5 Notwithstanding Section 19.4, a homeowner, resident, or their designate may place snow onto the boulevard directly adjacent to their property, provided it is done in a manner that does not interfere with vehicle or pedestrian traffic. The placement of snow must not create visual obstructions, ice buildup, or any other hazard.
- 19.6 The CAO is authorized to temporarily prohibit Parking on any Highway or portion of any Highway in order to facilitate the Town's snow removal program and street cleaning program.
- 19.7 Where the CAO has prohibited Parking pursuant to Section 19.6, the CAO must:
- (a) inform the general public of the Parking prohibition using whatever means the CAO deems advisable; and
 - (b) indicate the Parking prohibition by placing Traffic Control Devices as the CAO deems appropriate.
- 19.8 The owner or operator of a Vehicle must not Park or permit the Parking of the Vehicle on a Highway during a Parking prohibition imposed pursuant to Section 19.6.
- 19.9 If a vehicle is parked on a highway during a parking prohibition imposed under Section 19.6, the CAO or their designate may, at the owner's expense, remove, tow, or relocate the vehicle and have it impounded or stored as required.

20 SIDEWALK CAFÉS OR OUTDOOR PATIOS

- 20.1 Any Person who is licensed to carry on the business of a restaurant by the Town may apply in writing to the CAO for permission to operate a sidewalk or outdoor café on Town-owned land (including a Highway) adjoining such restaurant.
- 20.2 The CAO may grant permission for the use of such Town-owned land or Highway as a sidewalk or outdoor café subject to:

- (a) the applicant obtaining any required permits pursuant to the Town of Nanton Land Use Bylaw; and
 - (b) the applicant entering into a License of Occupation agreement satisfactory to the CAO and the payment of a rental fee as may be determined by the Town from time to time.
- 20.3 Notwithstanding Subsection 20.2, a License of Occupation granted under the provisions of this Section shall be for temporary periods of occupation only and shall be subject to termination or cancellation by the Town on no more than thirty (30) days' notice.
- 20.4 No Person shall operate a sidewalk or outdoor café on Town-owned land (including Highway) without first having obtained the necessary permits, licenses or agreements from the Town pursuant to subsection 20.2.

21 SUPPRESSION BRAKES, DAMAGE AND HAZARDS

- 21.1 No Person shall apply or engage engine suppression or retarder brakes on any Highway within Town, Provincial Highways exempted.
- 21.2 No Person shall drive or haul on or over any Highway within the Town, any Vehicle or other type of equipment or any item which damages or is likely to damage the Highway.
- 21.3 No Person shall lay or place an extension cord, or any other item, for any reason, across a sidewalk or Boulevard so as to obstruct or endanger pedestrians or interfere with sidewalk cleaning.
- 21.4 The Town will assume no responsibility whatsoever for damage to obstructions or landscaping of any kind placed or developed within a road right-of-way, which includes Boulevard and Sidewalk, without a permit.

22. OBSTRUCTIONS TO VISION, TRAFFIC AND PEDESTRIANS

- 22.1 No person shall:
- a) allow the growth of trees or shrubs on private property that in any way obstructs the visibility of a traffic control device;
 - b) allow trees, hedges or shrubs on private property within five (5) metres of a street intersection, whether planted before or after the date of the passing of this Bylaw, to grow to such a height or width that good visibility for safe traffic flow is thereby interfered with; or
 - c) allow trees or hedges on private property to grow in a manner so as to overhang a sidewalk, pathway or highway thereby obstructing the sidewalk, pathway or highway, pedestrians or vehicles.
 - d) build, place, erect, or allow to continue in existence a fence, wall, or structure, other than a building on private property adjacent to and within five (5) metres from an intersection to a height greater than one (1) metre.

22.2 If a person is directed by a Peace Officer to take corrective action for a contravention of Section 22.1 and fails to do so within seven (7) days, the Town may carry out the work required to remedy the contravention. If the cost of the work is not paid on demand by the owner or occupant, the Town may recover the cost, with expenses, through any court of competent jurisdiction or by adding the amount to the property's tax roll in accordance with Section 553 of the *Municipal Government Act*, as amended.

23. AUTHORITY OF CAO

23.1 Without restricting any other power, duty or function granted by this Bylaw, the CAO is authorized to:

- a) carry out any inspections to determine compliance with this Bylaw;
- b) take any steps or carry out any actions required to enforce this Bylaw;
- c) take any steps or carry out any actions required to remedy a contravention of this Bylaw;
- d) establish areas where activities restricted by this Bylaw are permitted;
- e) establish forms for the purpose of this Bylaw;
- f) establish the criteria to be met for a permit pursuant to this Bylaw;
- g) temporarily close any Highway for the purpose of repairs, maintenance or other valid reason or in the case of an emergency;
- h) cause moveable signs to be placed on or near a Highway; and
- i) delegate any powers, duties or functions under this Bylaw to an employee of the Town.

23.2 Subject to conditions in this Bylaw, Council hereby authorizes the CAO to make provisions and regulations in times of emergencies and in areas where construction or repairs are being carried out upon or near Highways, relating to the control and regulation of traffic, and without restricting the generality of the foregoing, and to make provisions and regulations in order to temporarily close to traffic any Highway or part thereof, and to suspend temporarily any Parking privileges granted by this Bylaw.

23.3 The CAO is hereby authorized to place on the Highway, a sign, warning Persons of any regulations and provisions that are in effect; and may cause such additional signs and Traffic Control Devices to be so placed and to cause to be placed such barricades, flares or other things as he deems necessary to implement the provisions and regulations so imposed.

23.4 Any person affected by a decision of the CAO under this Bylaw may appeal that decision in writing to Council within fourteen (14) days of being notified of the decision. Council may confirm, vary or reverse the decision.

24 PERMITS

- 24.1 The CAO may issue permits in relation to activities governed by this Bylaw on such terms and conditions as the CAO deems appropriate.
- 24.2 A person who is issued a permit under this Bylaw, and any person carrying out an activity authorized by that permit, must comply with all terms and conditions of the permit and must produce the permit to a Peace Officer upon request.
- 24.3 A Person shall not make any false or misleading statement or provide any false or misleading information to obtain a permit pursuant to this Bylaw.
- 24.4 If any term or condition of a permit issued pursuant to this Bylaw is contravened or if a false or misleading statement or false or misleading information was provided to obtain the permit, in addition to any other remedy available to the Town, the CAO may immediately cancel the permit.
- 24.5 The onus of proving a permit has been issued in relation to any activity otherwise regulated, restricted or prohibited by this Bylaw is on the Person alleging the existence of such a permit on a balance of probabilities.

25 ENFORCEMENT

Towing

- 25.1 Any Peace Officer is hereby authorized to remove or cause to be removed any Vehicles or Trailer:
- a) operated or Parked in contravention of any provision of this Bylaw, or
 - b) where emergency conditions may require such removal from a Highway.

Such Vehicle may be removed to a place designated by the CAO where it will remain until claimed by the owner thereof or his agent.

- 25.2 No impounded Vehicle shall be released to its owner or his agent until the impound charges and removal charges on the Vehicle have been paid and such charges shall be in addition to any fine or penalty imposed in respect of any such violation, or to any payment made in lieu of prosecution as herein after provided. The Town is not responsible for impounding, towing or removal charges.
- 25.3 Where a Vehicle is impounded pursuant to Section 23.1 and is not claimed within thirty (30) days of its removal, the Vehicle may be disposed of in accordance with the provisions of the *Traffic Safety Act* and the regulations thereunder.

Municipal Tags

- 25.4 A Peace Officer is hereby authorized and empowered to issue a Municipal Tag to any Person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 25.5 A Municipal Tag may be served:
- a) personally to the accused;

- b) mailed to the address of the registered owner of the Vehicle concerned, or the Person concerned; or
 - c) attached to or left upon the Vehicle with respect of which the offence is alleged to have been committed.
- 25.6 The Municipal Tag shall be in a form approved by the CAO and shall state:
- a) the name of the Person to whom the Municipal Tag is issued, if known;
 - b) a description of the offence and the applicable Bylaw section;
 - c) the appropriate penalty for the offence as specified in Schedule "A" of this Bylaw;
 - d) that the penalty shall be paid within fourteen (14) days of the issuance of the Municipal Tag in order to avoid prosecution; and
 - e) any other information as may be required by the CAO.
- 25.7 Where a contravention of this Bylaw is of a continuing nature, further Municipal Tags may be issued by a Peace Officer, provided that no more than one Municipal Tag shall be issued for each day that the contravention continues.
- 25.8 Where a municipal tag has been issued under this Bylaw, the person to whom the municipal tag has been issued may, in lieu of being prosecuted for the offence, pay to the Town the penalty specified on the municipal tag.
- 25.9 If a municipal tag has been issued and the specified penalty on the municipal tag has not been paid within the prescribed time, a peace officer may issue a violation ticket to the person to whom the municipal tag was issued.
- 25.10 Notwithstanding the above, a peace officer may immediately issue a violation ticket to any person whom the peace officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 25.11 A Person other than the owner or operator of a Vehicle shall not remove any Municipal Tag or notice placed on or affixed to the Vehicle by a Peace Officer in the course of his duties.
- 25.12 No Person other than a Peace Officer or another Person authorized by the Town or by this Bylaw shall place a Municipal Tag on any Vehicle.

Violation Tickets

- 25.13 Where a Municipal Tag has been issued and the penalty specified on the Municipal Tag is not paid within the prescribed time, a Peace Officer is hereby authorized and empowered to issue a Violation Ticket.
- 25.14 Notwithstanding Section 23.13, a Peace Officer may immediately issue a Violation Ticket to any Person whom the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 25.15 A Violation Ticket issued with respect to a contravention of this Bylaw shall be served upon the Person responsible for the contravention in accordance with the Provincial Offences Procedure Act.



- 25.16 If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:
- a) specify the fine amount established by this Bylaw for the offence in Schedule "A"; or
 - b) require a Person to appear in court without the alternative of making a voluntary payment.

25.17 A Person who commits an offence may:

- (i) if a Violation Ticket is issued in respect of the offence; and
- (ii) if a Violation Ticket specifies the fine amount established by this Bylaw for the offence;

make a voluntary payment equal to the specified fine.

25.18 When a clerk records in the Court records the receipt of a voluntary payment pursuant to this Bylaw and the *Provincial Offences Procedure Act*, the act of recording receipt of that payment constitutes acceptance of the guilty plea and also constitutes a conviction and the imposition of a fine in the amount of the specified penalty.

26 COST INCURRED BY THE TOWN

- 26.1 If a Person is in default in doing any matter or thing which this Bylaw directs that he should do, the matter or thing may be done by the Town at the expense of the Person in default and if the Person in default does not pay such expense promptly upon being invoiced, the Town may recover the expenses thereof with costs by action in any Court of competent jurisdiction.
- 26.2 If, by reason of contravention of any provision of this Bylaw, the Town is authorized or required to move a Vehicle from a place where it is Parked and impound the Vehicle; then the amount of the expense so incurred shall be:
- (a) added to the amount of any fine or penalty which may be imposed by reason of the contravention; or
 - (b) added to the amount of payment to be made in lieu of prosecution as provided in Section 23.8.

27 PENALTIES

Offence

- 27.1 A Person who contravenes or fails to comply with any provision of this Bylaw is guilty of an offence and is liable to a fine in an amount not less than that established in this Part and not exceeding \$10,000.00.

Specified Penalties

- 27.2 Without restricting the generality of Section 25.1, the fine amounts established for use on Municipal Tags and Violation Tickets if a voluntary payment option is offered are as set out in Schedule "A".

Owner Liable

- 27.3 In this Part "owner" includes any Person registered as an owner at the Motor Vehicle Registry.
- 27.4 If a Vehicle is involved in an offence under this Bylaw, the owner of that Vehicle is guilty of an offence.
- 27.5 Section 25.4 does not apply if the owner of the Vehicle satisfies the court that, at the time that the Vehicle was involved in an offence:
- (a) in the case of a Vehicle that was in motion,
 - a) the owner of the Vehicle was not driving the Vehicle, and
 - b) no other Person was driving the Vehicle with the owner's expressed or implied consent, and
 - (b) in the case of a Vehicle or that was Parked,
 - a) the owner did not Park the Vehicle, and
 - b) no other Person Parked the Vehicle with the owner's expressed or implied consent.
- 27.6 An owner who is guilty of an offence under Section 25.4 is not liable to imprisonment in respect of that offence or in respect of a default of a fine imposed in respect of that offence.

28 TRANSITION SECTION

- 28.1 All Traffic Control Devices which are in place on the effective date of this Bylaw shall be deemed to be valid Traffic Control Devices for the purposes of this Bylaw.
- 28.2 All school zones, playground zones, loading zones, bus zones in effect immediately prior to the coming into force of this Bylaw shall continue in effect until removed.

29 MISCELLANEOUS

- 29.1 Nothing in this Bylaw relieves a Person from complying with any Federal or Provincial law or regulation, or other Bylaw, or any requirements of any lawful permit, order or license.
- 29.2 The levying and payment of any penalty or fine or the imprisonment for any period provided in this Bylaw shall not relieve a Person from the necessity of paying any fees, charges or costs from which that Person is liable under the provisions of this Bylaw.
- 29.3 Every provision of this Bylaw is independent of all other provisions and, if any provision of this Bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
- 29.4 The Town is not required to enforce every breach or contravention of this Bylaw. In deciding whether or not to enforce the Bylaw, the Town may take into account

any practical concerns or considerations, including but not limited to the nature and extent of the breach or contravention, any financial or budgetary considerations and the availability of personnel or human resources.

29.5 All Schedules attached to this Bylaw shall form part of this Bylaw.

29.6 Upon coming into force of this Bylaw, Town of Nanton Bylaw No. 1327/09 shall hereby be repealed.

30 EFFECTIVE DATE AND READINGS:

30.1 This Bylaw comes into full force and effect upon third and final Reading.

READ A FIRST TIME this 19th day of January 2026.

TOWN OF NANTON



CHIEF ELECTED OFFICIAL



CHIEF ADMINISTRATIVE OFFICER

READ A SECOND TIME this _____ day of _____, 2026

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

READ A THIRD TIME this _____ day of _____, 2026.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"
Penalties

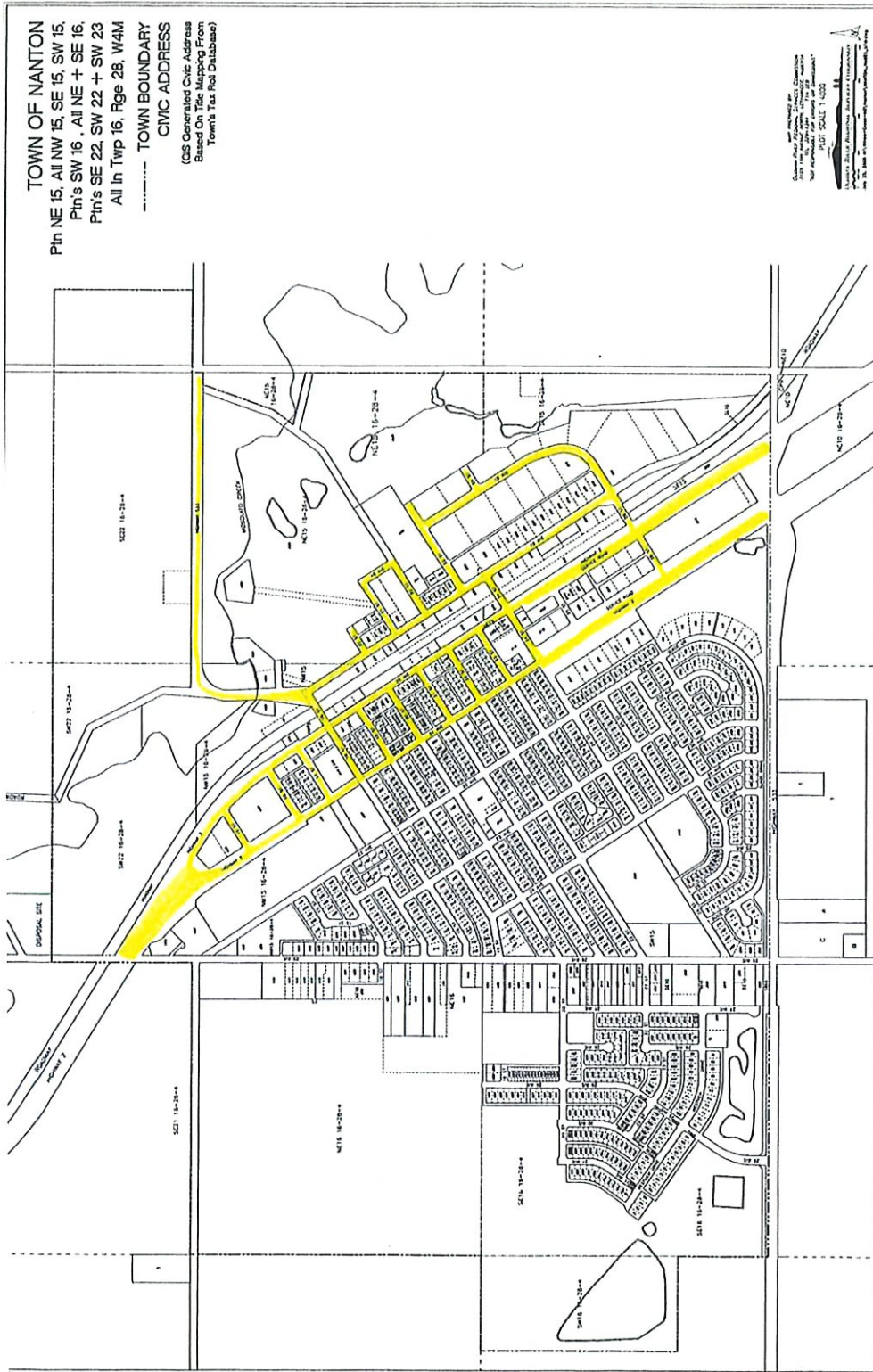
SECTION	OFFENCE	SPECIFIED PENALTY	MINIMUM PENALTY
3.7	Tamper with Traffic Control Device	\$250	\$200
4.1	Speed above posted limit of 40km/h Refer to s.108(1) and s.115 of the Act Penalties: POPA/Regulation: Part 28	Refer to the Act	
4.2	Speed in alley Refer to s.108(1) and s.115 of the Act Penalties: POPA/Regulation: Part 28	Refer to the Act	
4.3	Speed in playground zone Refer to s.108(1) and s.115 of the Act Penalties: POPA/Regulation: Part 28	Refer to the Act	
4.4	Speed in school zone Refer to s.108(1) and s.115 of the Act Penalties: POPA/Regulation: Part 28	Refer to the Act	
5.1	Solicit Rides on a Highway	\$75	\$50
5.3	Board or Alight from a Moving Vehicle	\$75	\$50
5.4	Pick up Person Soliciting a Ride	\$75	\$50
6.2	Overtime Parking	\$100	\$75
6.5	Repair or Servicing Vehicle on Highway	\$100	\$75
6.6	Vehicle Parked on Highway Incapable of Moving	\$100	\$75
6.9	School bus, farm or commercial vehicle parked on Roadway	\$75	\$50
6.10	Unauthorized Parking of Trailer or Recreational Vehicle on Highway	\$200	\$100
6.13	Recreational Vehicle parked on Highway in use as dwelling.	\$250	\$150
6.14	Living in a Vehicle located on a Highway	\$200	\$75
6.15(a)(b)	Hazardous Recreational Vehicle Parking on Highway.	\$100	\$75
6.16	Park Vehicle on Town Property	\$150	\$100
6.17, 6.19	Improper Vehicle Parking	\$250	\$100
7.1	Parking on private property without prior permission	\$100	\$75
7.2	Unauthorized Parking in space reserved for customer parking	\$100	\$75
7.4	Unauthorized Parking advertising Vehicle sale or commercial activity	\$200	\$75
9.3	Unauthorized Parking in a Disabled Parking Space; Failure to display Placard	\$250	\$100
10.1	Prohibited or Overtime Parking in Commercial Loading Zone	\$150	\$100
10.2	Unoccupied Vehicle Parked or Stopped in Passenger Loading Zone.	\$150	\$100
11.2	Operate Vehicle on closed Highway	\$100	\$75
12.1	Parade or Special Highway Event Without a Permit	\$250	\$150
12.2	Parade permit conditions contravened	\$100	\$75
14.3	Interfere with pedestrian while operating a bicycle, skateboard, scooter on sidewalk.	\$100	\$75
15.1	Impermissible use of sidewalk or pathway (bike)	\$75	\$50
15.3	Impermissible use of Pathway (moped, e-scooter or e-bike)	\$75	\$50



16.1, 16.3	Improper operation of an Off-Highway Vehicle in Town.	\$200	\$75
17.1	Park Heavy Vehicle in residential or community services district area	\$250	\$100
17.3	Heavy Vehicle driving off of truck route	\$250	\$100
18.1(a)(b)	Loose or unsecured load on the Highway.	\$200	\$100
19.1	Failing to remove snow, ice, dirt, debris, objects or materials on or from sidewalk	\$100	\$75
19.4	Deposit Materials on Highway	\$150	\$100
20.4	Operating sidewalk café or patio without permits	\$150	\$75
21.1	Inappropriate use of Engine Retarder Brakes in Town	\$250	\$200
21.2	Cause Damage to Highway	\$250	\$200
21.3	Sidewalk or Boulevard obstruction	\$200	\$150
22.1(a)(b)(c)	Obstruction to vision, traffic or pedestrian	\$200	\$100
25.11	Person(s) Remove Municipal Tag or Notice Placed on or Affixed to a Vehicle	\$200	\$150



SCHEDULE "B"
Truck Routes



SCHEDULE "C"
Downtown Core



A handwritten signature in blue ink, appearing to be a stylized 'J' or 'G'.



REQUEST FOR DECISION

Meeting: February 2, 2026

Agenda Item: 5.1

HERITAGE BUILDING INVENTORY PROJECT – FINAL REPORT

ADMINISTRATIVE RECOMMENDATION:

That Council endorse the Final Report for the Heritage Building Site Evaluations and Statements of Significance prepared by Community Design Strategies Inc., dated February 2, 2026, as a strategic foundation for advancing heritage recognition, protection, and long-term stewardship in the Town of Nanton.

Further, that Council considers the following options as per the recommendations provided for in the Final Report.

DECISION OPTIONS:

#1 – That Council direct the Chief Administrative Officer to have Administration prepare a draft heritage bylaw and heritage policy for Council’s consideration, incorporating the thirteen (13) recommendations outlined in the Final Report, and to report back with timelines, resource implications, and implementation priorities.

#2 – That Council direct the Chief Administrative Officer to have Administration prepare an information brief summarizing the recommendations in the Final Report, including proposed timelines, potential implementation pathways, resource implications, and options for how Council may choose to proceed.

#3 – That Council receive the Final Report for information only, and direct that no additional policy, bylaw, or program work be undertaken at this time, with the option to revisit the recommendations during a future strategic planning or budget cycle.

PURPOSE:

To bring closure to the Heritage Building Inventory Project (2025-2026) with Council and the finalization of requirements for the grant program submission deadline at the end of February. This project was funded in part through a research grant received under the Heritage Preservation Partnership Program from the Government of Alberta.

BACKGROUND / IMPLICATIONS:

The Final Report, presented to Council at the January 26 Committee of the Whole Meeting, provides an in-depth review of the project purpose, scope, research, results and recommendations

Although the focus of the work by the consultants, Community Design Strategies Inc, was to identify and provide statements of significance for a finite number of historical properties (13 in total), necessary in the process toward formal designation, there were also 13 specific recommendations to build on this initial phase. They are:

1. Adopt Findings as a Planning Resource
2. Prepare a Designation Bylaw
3. Identify Priority Buildings for Potential Designation
4. Form a Heritage Advisory Committee
5. Strengthen Relationships with Property Owners
6. Develop a Heritage Conservation Policy or Framework
7. Develop Design Guidelines for Heritage Buildings
8. Expand and Update Heritage Survey
9. Develop a Heritage Resource Management Plan

10. Consider a Downtown Historic District
11. Initiate a Building Plaque Program
12. Integrate Heritage into Broader Initiatives
13. Maintain Public Engagement

Administration would like to capitalize on the momentum of this project and continue working on items that are not resource intensive, such as policy and bylaw creation, communications, and engagement with property owners and other stakeholders. If there are one or more interested property owners that are ready to pursue municipal designation, that would provide a template for others to follow. The town should also explore the creation of a heritage advisory board or committee to assist with these recommendations.

Effect on budget considerations will be noted in any reports to council.

ALTERNATIVES:

- REFER to (Administration or Committee) _____
- DEFER the matter to the Council meeting of (date) _____

Financial (GL# / Amount) : Final accounting for the project not yet completed

Communications/PR: The town's web page on the project will be updated and maintained for a period of time to allow the public access and to provide additional information.

<https://www.nanton.ca/community/culture-and-heritage/heritage-building-project>

Applicable Legislation:

Attachments: Final Report (also found at the page link above)

Prepared By: Georgina Sharpe, Planning and Development Officer Date: January 27, 2026

APPROVED BY: Neil Smith, Chief Administrative Officer:

NANTON STRATEGIC PLAN ALIGNMENT			
<input type="checkbox"/>	OPERATIONS	<input checked="" type="checkbox"/>	EMERGENCY SERVICES
<input type="checkbox"/>	PLANNING & DEVELOPMENT	<input type="checkbox"/>	COMMUNITY & ECONOMIC DEVELOPMENT
<input type="checkbox"/>	GOVERNANCE & CORPORATE SERVICES	<input type="checkbox"/>	NOT APPLICABLE
PRIORITY OR ACTION:			



5.1 Presentation as a separate attachment



REQUEST FOR DECISION

Meeting: February 2, 2026
Agenda Item: 5.2

Strategic Planning

ADMINISTRATIVE RECOMMENDATION:

That the Chief Administrative Officer hire Transitional Solutions for the purpose of strategic planning development and facilitation for the sum of \$11,800.

DECISION OPTIONS:

#1 – That the Chief Administrative Officer hire Transitional Solutions for the purpose of strategic planning development and facilitation for the sum of \$11,800.

#2 – Defer or not proceed with either of the cost options received.

#3 –

PURPOSE:

For council to decide on a facilitator to conduct strategic planning for the 2025-2029 council term.

BACKGROUND / IMPLICATIONS:

With the start of the new council term now well underway a strategic planning session (as has been done in the past) is recommended to help guide council and staff for the 2025-2029 term. In early January administration prepared an RFP for strategic planning services that was sent out and advertised, and closed last Friday, January 30, 2026.

Only two proposals were received:

1. Art of Change: \$13,700+ (variable options up to \$18k); currently doing this work for Town of Claresholm.
2. Transitional Solutions (Erica Thomas): \$11,800 Reputable, we've only used them for Fire dept services but are very experienced and well known in Alberta.

An alternative that may work is Community Futures Highwood. They do provide this service to non-profits, but we'd need to meet with them and discuss the possibility at some length as they have not done a plan for a municipality before to our knowledge.

The other alternative is that Administration work with council themselves, utilizing the existing templates that the consultant back in 2021 created.

The noted pricing is quite a bit higher than we've had to pay before, but it would seem these types of services have gone up considerably since 2021.

ALTERNATIVES:

- REFER to (Administration or Committee) _____
- DEFER the matter to the Council meeting of (date) _____

Financial (GL# / Amount) :

Communications/PR:

Applicable Legislation:

Attachments:

Prepared By: Clayton Gillespie, Corporate Services Manager

Date: February 2, 2026

APPROVED BY: Neil Smith, Chief Administrative Officer:

NANTON STRATEGIC PLAN ALIGNMENT			
<input type="checkbox"/>	OPERATIONS	<input type="checkbox"/>	EMERGENCY SERVICES
<input type="checkbox"/>	PLANNING & DEVELOPMENT	<input type="checkbox"/>	COMMUNITY & ECONOMIC DEVELOPMENT
<input checked="" type="checkbox"/>	GOVERNANCE & CORPORATE SERVICES	<input type="checkbox"/>	NOT APPLICABLE
PRIORITY OR ACTION:			





Chartered Professional Accountants

PO Box 6244
Wetaskiwin, AB T9A 2E9
Telephone: (780) 362-0827
Fax: (780) 352-5285
E-mail: info@jdpwasserman.com

6515 – 118th Avenue NW
Edmonton, AB T5W 1G5
Telephone: (780) 479-7327
Fax: (780) 474-5696
E-mail: info@jdpwasserman.com

January 23, 2026

Privileged and Confidential

Town of Nanton
1907 - 21 Avenue, Box 609
Nanton, Alberta
T0L 1R0

Attention: Town Council

sent via e-mail: cao@nanton.ca
finance@nanton.ca

Dear Members of Council:

Re: 2025 Audit Planning Letter

We are writing this letter in connection with our audit of Town of Nanton (the “Town”)’s financial statements for the year ending December 31, 2025. The purpose of this letter is to ensure effective two-way communication between us in our role as auditor and yourselves with the role of overseeing the financial reporting process. In this letter, we will address our responsibilities as independent auditors, as well as provide information about the planned scope and timing of the audit and request a response to some audit questions including additional information that you may have that could be relevant to the audit.

Auditor’s Responsibilities

We will conduct our audit of the Town in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance as to whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence of the amounts and disclosures in the financial statements. The procedures selected depend on the auditor’s judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with Canadian generally accepted auditing standards.

In making our risk assessments, we consider internal control relevant to the Town's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. However, we will communicate to you in writing concerning any significant deficiencies in internal control relevant to the audit of the financial statements that we have identified during the audit.

Management's Responsibilities

Our audit will be conducted on the basis that management (and, where appropriate, Council members) acknowledge and understand that they are responsible for: the preparation and fair presentation of the financial statements in accordance with Canadian Public Sector Accounting Standards; such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error; providing us unrestricted access to all individuals within the Town we determine it necessary to obtain audit evidence; and access to all information of which management is aware that is relevant to the audit and the preparation of the financial statements.

Planned Scope of Our Audit

Our objective as auditors is to express an opinion on whether the financial statements are prepared, in all material respects, in accordance with Canadian Public Sector Accounting Standards.

In developing our audit plan, we work with management to understand the nature of the Town and to identify and assess the risks of material misstatement in the financial statements, whether due to fraud or error. Our audit plan has been designed to focus on the areas we identify to be of higher risk of material misstatement.

Materiality

We will determine an overall materiality dollar value of 2% of total operating revenues. We will also consider misstatements that could be material in qualitative financial statement disclosures. Materiality will be used to plan and perform the audit and evaluate the effects of identified and uncorrected misstatements on the audit procedures performed as well as on the financial statements. The materiality amount will be reassessed prior to the end of the engagement to ensure it remains appropriate.

Internal Controls

To help identify and assess the risk of material misstatement in the financial statements, we obtain an understanding of internal controls relevant to the audit. This understanding is used in the design of appropriate audit procedures. It is not used for the purpose of expressing an opinion on the effectiveness of internal controls. Should we identify any significant deficiencies in the internal control and accounting systems, we will communicate them to you in our audit findings report.

Significant Risks

In planning our audit, we identify significant financial reporting risks that, by their nature, require special audit consideration. Canadian generally accepted auditing standards requires us to consider revenue recognition and management override as inherently significant risks. To reduce the residual risk in these areas, our main audit procedures will include substantive testing of revenues, a detailed examination of cut-off and review of journal entries.

If there are specific areas that Council believes warrants our particular attention during the audit or where you would like us to undertake some additional procedures, or if there are any Council members with any knowledge of actual, suspected or alleged fraud, please communicate these prior to the commencement of our year-end audit work.

Audit Timing and Engagement Team

Our interim audit planning will be completed in November/December. We anticipate completing our year-end audit work in March and reviewing **DRAFT** financial statements with management by March 11, 2026, before presenting **FINAL DRAFT** financial statements to Council for their approval at their specified Council meeting.

Our engagement team consists of:

Audit Partner	Israel Wasserman, CPA, CMA
Audit Partner	Edward Telford, CPA
Audit Junior(s)	Staff accountants including CPA students

Audit Findings

At the conclusion of our audit, we will prepare an audit findings report to assist you with your review of the financial statements. This report will include our views and comments on matters such as: significant matters, if any, arising from the audit that were discussed with management; significant difficulties, if any, encountered during the audit; qualitative aspects of the Town's accounting practices; uncorrected misstatements; and any other audit matters we deem to be of Council interest.

New and Upcoming Canadian Public Sector Accounting Standards

Council is advised that the Public Sector Accounting Board (PSAB) has issued a number of new and revised standards that will impact municipal financial reporting in upcoming fiscal periods.

Of particular note are:

- **Revised Conceptual Framework (effective April 1, 2026):** This framework clarifies foundational accounting concepts and will inform the recognition, measurement, and disclosure of municipal assets, liabilities, revenues, and expenses.
- **PS 1202 – Financial Statement Presentation (effective April 1, 2026):** This standard introduces a revised presentation model, including a restructured Statement of Financial Position and a Statement of Net Financial Assets (Net Financial Liabilities), and updated requirements for budget presentation.
- **Other amendments and narrow-scope improvements:** These include terminology updates, presentation clarifications, and disclosure improvements, along with future standards on employee benefits (PS 3251) and intangible assets.

The Government of Alberta has confirmed its adoption of the revised Conceptual Framework and PS 1202 in provincial reporting effective April 1, 2026, demonstrating alignment with PSAB timelines.

While Alberta does not issue separate municipal accounting standards, these provincial adoptions highlight the importance for municipalities to plan for implementation. Municipal staff may need to review financial statement formats, update accounting policies, assess the impact on tangible and intangible assets, and consider disclosure requirements for obligations such as employee benefits and asset retirement obligations.

Our audit planning will incorporate these changes, and we will work with staff to ensure appropriate transition, disclosure, and compliance with PSAS in preparing the municipality's financial statements for the fiscal year ending December 31, 2025.

Conclusion

This letter was prepared for the sole use of Council to carry out and discharge their responsibilities. The content should not be disclosed to any third party without our prior written consent.

Sincerely,

JDP WASSERMAN LLP



Israel Wasserman, CPA, CMA
Senior Audit Partner
Certified Signing Authority for JDP Wasserman LLP